



Table of Contents

I.	Orders – May 26, 2020.....	2
II.	Elgin County Council Minutes – May 12, 2020.....	3
III.	Reports Index – May 26, 2020.....	16
IV.	Report – Warden’s Activity Report – May 2020.....	17
V.	Report – Elgin County 2020 Grant and Festival Events Partnership Program Allocations – Recommendations	19
VI.	Report – Tree Commissioner/Weed Inspector Year End Report for 2019.....	23
VII.	Report – Elgin-St. Thomas Economic Resiliency and Recovery Taskforce...	25
VIII.	Report – Emergency Communications Summary Report.....	81
IX.	Report – April 2020 Budget Performance.....	95
X.	Report – Centennial Road / Elm Line Intersection Improvements – Online Public Information Centre.....	97
XI.	Report – Operation of the Elgin Manor Wastewater Treatment Plant - Services Agreement Renewal.....	130
XII.	Report – Contract Award – Culvert Sliplining and Culvert Replacement Tender No. 2020-T13.....	132
XIII.	Report – Addressing Elgin County’s Connectivity Challenges.....	134
XIV.	Report – Terms of Reference: Environmental Committee and Connectivity Committee.....	153
XV.	Report – Rural Connectivity Conference.....	160
XVI.	Report – Electronic Meeting Provisions – post pandemic.....	163
XVII.	Correspondence – Items for Information.....	165
XVIII.	A Letter from the Elgin Business Resource Centre	166
XIX.	A Letter from Warden Mennill to Local Municipal Partners.....	167
XX.	A Letter from Warden Mennill to the MP.....	168
XXI.	A Letter from Warden Mennill to the MPP.....	170
XXII.	Closed Meeting Agenda.....	172



ORDERS OF THE DAY
FOR TUESDAY, May 26, 2020 – 9:00 A.M.

ORDER

- 1st Meeting Called to Order
- 2nd Adoption of Minutes – May 12, 2020
- 3rd Disclosure of Pecuniary Interest and the General Nature Thereof
- 4th Motion to Move Into “Committee Of The Whole Council”
- 5th Reports of Council, Outside Boards and Staff
- 6th Council Correspondence
 - 1) Items for Consideration
 - 2) Items for Information (Consent Agenda)
- 7th **OTHER BUSINESS**
 - 1) Statements/Inquiries by Members
 - 2) Notice of Motion
 - 3) Matters of Urgency
- 8th Closed Meeting Items
- 9th Recess
- 10th Motion to Rise and Report
- 11th Motion to Adopt Recommendations from the Committee Of The Whole
- 12th Consideration of By-laws
- 13th ADJOURNMENT

Video Conference Meeting – IN-PERSON PARTICIPATION RESTRICTED

NOTE FOR MEMBERS OF THE PUBLIC:

Please click the link below to watch the Council Meeting:
<https://www.facebook.com/ElginCountyAdmin/>

Accessible formats available upon request.

ELGIN COUNTY COUNCIL

MINUTES

May 12, 2020

Council Present: Warden Dave Mennill (electronic)
 Deputy Warden Duncan McPhail (electronic)
 Councillor Bob Purcell (electronic)
 Councillor Sally Martyn (electronic)
 Councillor Tom Marks (electronic)
 Councillor Mary French (electronic)
 Councillor Grant Jones (electronic)
 Councillor Dominique Giguère (electronic)
 Councillor Ed Ketchabaw (electronic)

Staff Present: Julie Gonyou, Chief Administrative Officer (in-person)
 Jim Bundschuh, Director of Financial Services (electronic)
 Brian Lima, Director of Engineering Services (electronic)
 Steve Gibson, County Solicitor (in-person)
 Alan Smith, General Manager of Economic Development (electronic)
 Carolyn Krahn, Legislative Services Coordinator (in-person)

1. CALL TO ORDER

Elgin County Council met this 12th day of May, 2020 in the Administrative Boardroom, at the County Administration Building, St. Thomas at 9:06 a.m. with Warden Mennill in the chair. The Councillors and some staff participated electronically by video conference.

2. ADOPTION OF MINUTES

Moved by: Councillor Purcell
 Seconded by: Councillor Giguère

Resolved that the minutes of the meeting held on April 28, 2020 be adopted.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

4. COMMITTEE OF THE WHOLE

Moved by: Councillor Marks
 Seconded by: Councillor Jones

Resolved that we do now move into Committee of the Whole Council.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		

Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

5. REPORTS OF COUNCIL, OUTSIDE BOARDS AND STAFF

5.1 Woodlands Harvest Activity Comparison 2006 – 2019 – Tree Commissioner/Weed Inspector

Moved by: Councillor Ketchabaw

Seconded by: Councillor Giguère

Resolved that the report titled “Woodlands Harvest Activity Comparison 2006 – 2019” from the Tree Commissioner/Weed Inspector be deferred and presented at a later meeting.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

5.2 Elgincentives Tax Increment Equivalent Grant Approval: Robertshaw Moncrief Veterinary Professional Corporation – General Manager of Economic Development

The General Manager of Economic Development presented a report regarding an application by Robertshaw Moncrief Veterinary Professional Corporation for the Tax Increment Equivalent Grant (TIEG) described in the Elgincentives Community Improvement Plan. Municipal Council’s and Elgin County Council’s endorsement are required for the TIEG Grant as it allows for the increase in the Municipal and/or County taxation to be deferred for five years.

Moved by: Councillor Jones

Seconded by: Councillor Martyn

Resolved that the May 4, 2020, report titled, “Elgincentives Tax Increment Equivalent Grant Approval: Robertshaw Moncrief Veterinary Professional Corporation,” submitted by the Director of Finance and by the General Manager of Economic Development, be received and filed for information; and that Elgin County Council approves the Tax Increment Equivalent Grant for Robertshaw Moncrief Veterinary Professional Corporation for 100 % of the County’s portion of incremental taxes for a five-year period commencing on completion of construction; and that the Chief Administrative Officer be directed to sign the financial agreement between the County of Elgin, the Township of Southwold, and Robertshaw Moncrief Veterinary Professional Corporation.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

5.3 Elgin (County) / Menzie (MEU Consulting) – Enforcement Services Agreement (2020) – County Solicitor

The County Solicitor presented a report on the contract parking enforcement initiative in Port Bruce in 2019. Continued parking enforcement will be needed in 2020 in light of replacement bridge construction work, and the previous enforcement contractors have expressed willingness to provide the same services in 2020.

Moved by: Councillor Purcell
 Seconded by: Councillor Jones

Resolved that the within Report to Council, dated May 3, 2020, and entitled “Elgin (County) / Menzie (MEU Consulting) - Enforcement Services Agreement (2020)”, be received and filed; and that subject to finalization to the satisfaction of the County Solicitor, County Council approve and authorize execution of an Enforcement Services Agreement between Elgin (County) and William Menzie for the Term commencing May 13, 2020 and ending October 31, 2020.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw		No	
Malahide	Warden Dave Mennill	Yes		
		8	1	0

- Motion Carried.

5.4 Reduced Speed Zone Amendment – County Road 18 (Southminster Bourne / Third Line) – Director of Engineering

The Director of Engineering presented a report regarding a reduced speed zone amendment. Green Lane Landfill operates three road crossings whereby landfill construction vehicles traverse County Road 18. These crossings are controlled by traffic control persons during their operation and as outlined in their Road Use Agreement with the County of Elgin. In order to support these movements, it is recommended that all three crossing locations have a reduced speed of 60km/h.

Moved by: Councillor Jones
 Seconded by: Councillor Ketchabaw

Resolved that the Reduced Speed Zone By-Law 17-11 be amended as follows:
 Schedule ‘C’ (Maximum Rate of Speed 60 Kilometres per hour), Road 18, Section

A – “From 1465 metres west of the centreline of Southdel Drive to 690 metres east of the centreline of Southdel Drive, being a total distance of 2,155 metres.”

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

5.5 2019 County Road Maintenance Expenditures – Director of Engineering Services

The Director of Engineering Services presented a summary of County Road maintenance expenditures as reported by Elgin’s member municipalities for the 2019 calendar year.

Moved by: Councillor French
 Seconded by: Councillor McPhail

Resolved that the report titled “2019 County Road Maintenance Expenditures” report be received and filed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

5.6 Elgin County Strategic Plan – Action Plan Update – Chief Administrative Officer

The Chief Administrative Officer provided an update on the strategic plan which was presented to County Council in early March 2020. The plan has been revised to indicate progress and to note impacts on the proposed timelines as a result of the COVID-19 pandemic.

Moved by: Councillor Jones
 Seconded by: Councillor Giguère

Resolved that the Elgin County Strategic Plan – Action Plan Update report from the Chief Administrative Officer, dated May 4, 2020 be received and filed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

5.7 COVID-19: Business Continuity Planning – Chief Administrative Officer

The Chief Administrative Officer provided an update on the County’s response to the COVID-19 pandemic. The County continues to offer essential services. Staff are monitoring the COVID-19 situation and will provide updates to Council.

Moved by: Councillor Marks
 Seconded by: Councillor Ketchabaw

Resolved that the report titled “COVID-19: Business Continuity Planning” be received and filed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

6. COUNCIL CORRESPONDENCE

6.1 Items for Consideration

6.1.1 Concerned citizens of Yarmouth Centre and surrounding areas with a letter regarding the proposed Avana outdoor cannabis cultivation operation at the St. Thomas Municipal Airport Property.

Moved by: Councillor Purcell
 Seconded by: Councillor Ketchabaw

Resolved that Correspondence Item #1 be received and filed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		

Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

6.2 **Items for Information (Consent Agenda)**

- 6.2.1 The Ministry of Agriculture, Foods and Rural Affairs with a letter regarding the use of community and public allotment gardens during the COVID-19 pandemic.
- 6.2.2 The Office of the Solicitor General with a letter announcing the extension of the deadline for the completion and adoption of Community Safety and Well-Being plans past January 1, 2021.
- 6.2.3 The Municipal Property Assessment Corporation with a letter containing a link to their 2019 Annual Report.

Moved by: Councillor Giguère
 Seconded by: Councillor Jones

Resolved that Correspondence Items #1-3 be received and filed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

7. **OTHER BUSINESS**

7.1 **Statements/Inquiries by Members**

None.

7.2 **Notice of Motion**

None.

7.3 **Matters of Urgency**

None.

8. **CLOSED MEETING ITEMS**

Moved by: Councillor Martyn
 Seconded by: Councillor Marks

Resolved that we do now proceed into closed meeting session in accordance with the Municipal Act to discuss the following matters under Municipal Act Section 239 (2):

In-Camera Item #1

(k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Southwestern Integrated Fibre Technology Presentation

In-Camera Item #2

(k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Update – Elgin (County) (“Elgin”) / West Elgin Community Health Centre (“WECHC”) – Suspension Agreement – Meals-On-Wheels Supply Agreement

In-Camera Item #3

(k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Cost Sharing Agreement – Fire Training Officer / County Emergency Management Co-Ordinator

In-Camera Item #4

(c) a proposed or pending acquisition or disposition of land by the municipality or local board –Alzheimer Society Elgin-St Thomas Lease Agreement

In-Camera Item #5

(k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Green Lane Road User Agreement

In-Camera Item #6

(a) the security of the property of the municipality or local board – Administration Building Space Needs Assessment

In-Camera Item #7

(b) personal matters about an identifiable individual, including municipal or local board employees; (d) labour relations or employee negotiations (VERBAL)

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

9. RECESS

Council recessed at 9:30 a.m. and reconvened at 9:35 a.m.

10. MOTION TO RISE AND REPORT

Moved by: Councillor Ketchabaw

Seconded by: Councillor Jones

Resolved that we do now rise and report.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #1 – Southwestern Integrated Fibre Technology Presentation

Moved by: Councillor Purcell

Seconded by: Councillor Marks

Resolved that Elgin County Council agree to provide the lender of the Southwestern Integrated Fibre Technology Inc. (SWIFT), the County's guarantee in the amount of \$1,119,000 in support of a credit facility to provide SWIFT with short-term bridge financing in the amount of \$6,000,000 to be used by SWIFT to finance the Elgin County Project identified in its SWIFT Contribution Agreement with the Federal/Provincial Governments; and that the Warden and Chief Administrative Officer be authorized to send a letter of intent to SWIFT acknowledging the intent to provide a guarantee; and further that this guarantee shall expire once all contracts signed by SWIFT in regard to its Elgin County Project have been fulfilled and SWIFT has been reimbursed by the Federal/Provincial Governments in accordance with the SWIFT Contribution Agreement.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #2 – Update – Elgin (County) (“Elgin”) / West Elgin Community Health Centre (“WECHC”) – Suspension Agreement – Meals-On-Wheels Supply Agreement

Moved by: Councillor Giguère

Seconded by: Councillor French

Resolved that the County Solicitor be directed to cease efforts to negotiate a Suspension Agreement with WECHC in respect of the Meals-On-Wheels Supply Agreement.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #3 – Cost Sharing Agreement – Fire Training Officer / County Emergency Management Co-Ordinator

Moved by: Councillor McPhail
 Seconded by: Councillor Jones

Resolved that Council resolves to proceed with finalization and execution of the Cost Sharing Agreement on the understanding that all costs and expenses associated with employment of the Fire Training Officer / County Emergency Management Coordinator be borne in the first instance by Elgin County but thereafter be reimbursed by all local municipalities, namely: Bayham, Malahide, Aylmer, Central Elgin, Southwold, Dutton Dunwich, and West Elgin, through inclusion of such costs and expenses in the annual municipal levy by Elgin, as upper tier municipality, to each such local municipality, collectively as lower tier municipalities; and that direction be given to the Chief Administrative Officer and County Solicitor to revise the draft Cost Sharing Agreement to name only co-operating local municipalities, namely: Bayham, Malahide, Southwold, Dutton Dunwich, and West Elgin, as Local Municipalities and Parties thereto and, in combination with Elgin, to thereafter execute the said Cost Sharing Agreement; and that the Warden and Chief Administrative Officer be authorized to execute the said Cost Sharing Agreement on behalf of the Corporation of the County of Elgin.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #4 – : Elgin (County) / Alzheimer Society Elgin-St Thomas – Lease Agreement - Rooms 229/223/237-1/334 – 450 Sunset Drive, St. Thomas, Ontario

Moved by: Councillor Giguère
 Seconded by: Councillor Martyn

Resolved that County Council consider approval and authorization to execute a new one (1) year commercial Lease Agreement in favour of Alzheimer Society Elgin-St. Thomas (“AS” or “Tenant”) in respect of existing leased premises (Rooms 229, 232, 237-1, and

334) in the established form and content and more specifically providing for increases in Basic Rent (office -\$16.83 per square foot / storage - \$7.80 per square foot) with a one (1) year renewal option at specified rental rates (office - \$17.17 per square foot / storage- \$7.80 per square foot).

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #5 – : Elgin (County) / Toronto (City) et. al. – Road User Agreement – Road Crossings (County Road 18 (Third Line / Southminster Bourne) – Green Lane Landfill

Moved by: Councillor Jones
 Seconded by: Councillor Ketchabaw

Resolved that County Council consider approval and authorization to execute a Road User Agreement with the City of Toronto and CRA Landfill Operations Limited relating to three (3) existing and/or proposed vehicular Road crossings across County Road 18 (both Third Line and Southminster Bourne) and thereafter proceed to approve and authorize execution of such Agreement, in a form and of a content acceptable to the County Solicitor, by the Warden and Chief Administrative Officer on behalf of the Corporation of the County of Elgin.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #6 – Administration Building Space Needs Assessment

Moved by: Councillor Giguère
 Seconded by: Councillor French

Resolved that staff proceed as directed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		

Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

In-Camera Item #7 – Verbal Report

Moved by: Councillor Purcell
 Seconded by: Councillor Giguère

Resolved that the verbal report from the Chief Administrative Officer be received.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

11. MOTION TO ADOPT RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE

Moved by: Councillor French
 Seconded by: Councillor Purcell

Resolved that we do now adopt recommendations of the Committee Of The Whole.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

12. CONSIDERATION OF BY-LAWS

12.1 By-law 20-23 – Non-Union Economic Adjustment

BEING a By-Law to Establish a Pay Schedule for Employees Covered by the Job Evaluation Scale.

Moved by: Councillor Marks
 Seconded by: Councillor Martyn

Resolved that By-Law No. 20-23 be now read a first, second and third time and finally passed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

12.2 By-law 20-24 – Reduced Speed Zone Amendment

BEING a By-Law to Amend the Schedule to By-Law No. 17-11 Being a By-Law to Authorize Speed Limits.

Moved by: Councillor Purcell
 Seconded by: Councillor McPhail

Resolved that By-Law No. 20-24 be now read a first, second and third time and finally passed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

12.3 By-law 20-25 – Confirming all Actions and Proceedings

BEING a By-law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the May 12, 2020 Meeting.

Moved by: Councillor Jones
 Seconded by: Councillor Giguère

Resolved that By-Law No. 20-25 be now read a first, second and third time and finally passed.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		

Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

13. ADJOURNMENT

Moved by: Councillor Marks
 Seconded by: Councillor Jones

Resolved that we do now adjourn at 11:53 a.m. to meet again on May 26, 2020 at 9:00 a.m.

Recorded Vote

		Yes	No	Abstain
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Central Elgin	Tom Marks	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Malahide	Warden Dave Mennill	Yes		
		9	0	0

- Motion Carried.

Julie Gonyou,
 Chief Administrative Officer.

Dave Mennill,
 Warden.

REPORTS OF COUNCIL AND STAFF

May 26, 2020

Council Reports – ATTACHED

Warden – Warden’s Activity Report – May 2020

Councillor Ketchabaw – Elgin County 2020 Grant and Festival Events Partnership Program
Allocations – Recommendation

Staff Reports – ATTACHED

Tree Commissioner/Weed Inspector – Tree Commissioner/Weed Inspector Year End Report for
2019

General Manager of Economic Development – Elgin-St. Thomas Economic Resiliency and
Recovery Taskforce

Director of Community and Cultural Services – Emergency Communications Summary Report

Director of Financial Services – April 2020 Budget Performance

Director of Engineering Services – Centennial Road / Elm Line Intersection Improvements –
Online Public Information Centre

Director of Engineering Services – Operation of the Elgin Manor Wastewater Treatment Plant -
Services Agreement Renewal

Director of Engineering Services – Contract Award – Culvert Sliplining and Culvert Replacement
Tender No. 2020-T13

Chief Administrative Officer – Addressing Elgin County’s Connectivity Challenges

Chief Administrative Officer – Terms of Reference: Environmental Committee and Connectivity
Committee

General Manager of Economic Development – Rural Connectivity Conference

Chief Administrative Officer - Electronic Meeting Provisions – post pandemic

FROM: Warden Dave Mennill

DATE: May 20, 2020

SUBJECT: Warden's Activity Report – May 2020

RECOMMENDATION:

THAT the report titled “Warden’s Activity Report – May 2020” from Warden Mennill dated May 20, 2020 be received and filed.

PURPOSE:

The purpose of this report is to provide County Council with a brief update on the Warden's recent activities.

DISCUSSION:

I would like to thank my fellow Councillors, staff working in all municipalities across the County and the community for your attention to pandemic prevention measures. It is making a big difference. If we continue to diligently follow the guidelines of the Ministry of Health and Southwestern Public Health, we can keep this virus at bay and gradually reopen and rediscover our community.

This week we have seen more changes locally as the Province’s recovery planning continues and some restrictions are easing. These announcements signaled that it’s time to start looking ahead and making plans for a safe transition back to more “normal” operations for the County. While plans are being made to gradually re-open our economy and our community, we must remain diligent and remember that we are all part of the solution to this pandemic.

The Chief Administrative Officer and her team have, for some time now, been diligently planning for the time when a number of suspended or cancelled programs and services resume. It is evident that any actions will be carefully planned, slowly implemented and closely monitored. Once more information is received by the Province, the CAO and her team will work to reopen in a planned and safe manner, as quickly as possible. Staff will require time to review any regulations and guidelines before providing more information to staff and residents.

Maintaining staffing levels at our Long-Term Care Homes remains a top priority for the Emergency Management Team. We will require the ongoing support, flexibility and understanding from staff and the community as we develop plans to support providing safe services. We will not be in a position to reopen municipal facilities or resume services until there are appropriate health and safety precautions and staffing plans in place.

ACTIVITIES:

- Rural Initiatives and Planning Advisory Committee
- CSWB – webinar recording for Advisory Committee activities/input
- Communications
 - Letter sent to MP Vecchio and MPP Yurek regarding Elgin County’s Connectivity Challenges
 - Long Weekend Message from the Warden
- Correspondence
 - Thank-you letters were sent to the following individuals/organizations:
 - Aylmer Canadian Tire
 - Avon Feed Mill
 - West Elgin Mutual
 - VanLahti’s Café & Eatery
 - Al’s Pizzeria
 - Bruce Power
 - Family Flowers
 - Canada Sews London – Middlesex
 - Flexus Industries
 - Sew Strong St. Thomas Elgin
 - Wayside Dining Lounge
- AMO and conferences
- Radio Interview with AM980 regarding the Port Bruce Bridge and the impact of COVID-19 on businesses
- Roundtable Discussion with the Elgin Federation of Agriculture

CONCLUSION:

On behalf of Elgin County Council, I would like to thank all of those individuals who are risking their health on a daily basis to provide for our safety. This includes our front-line health care workers and emergency services personnel, the dedicated staff at our Long-Term Care Homes and retirement homes, and all others attending to our most basic needs in retail, transportation or other important service areas.

All of which is Respectfully Submitted

Dave Mennill
Warden



REPORT TO COUNTY COUNCIL

FROM: Councillor Ed Ketchabaw, Chairman – Rural Initiatives and Planning Advisory Committee

DATE: May 14, 2020

SUBJECT: Elgin County 2020 Grant and Festival Events Partnership Program Allocations – Recommendation

RECOMMENDATION:

THAT Elgin County Council provide \$6250 in funding to Eat2Learn through the 2020 Grant and Festival Events Partnership Program, providing 90% of funding up front with the remaining funds to be paid upon receipt of a final report; and

THAT Elgin County Council provide \$150 in funding to support tourism signage for the Aylmer-Malahide Museum through the 2020 Elgin County Tourism Directional Signage Grant Program.

INTRODUCTION:

A number of events and programs have been cancelled in Elgin County in response to the COVID-19 pandemic, provincial orders to limit gatherings, the closure of non-essential businesses and our community's efforts to stop the spread of the virus locally.

The purpose of this report is to provide an overview of the Rural Initiatives and Planning Advisory Committee's most recent meeting, held on May 12, 2020 and recommends that one (1) additional grant be awarded to Eat2Learn and that Aylmer-Malahide Museum and Archives be awarded \$150 for a sign through the Elgin County Tourism Directional Signage Grant program.

DISCUSSION:

2020 Grant and Festival Events Partnership Program

County Council, as part of its 2020 budget process, approved a budget of \$61,871 for the 2020 Grant and Festival Events Partnership Program. At its meeting on March 10, 2020, the Rural Initiatives and Planning Advisory (RIPA) Committee reviewed applications for grants from 14 community organizations totaling \$82,980. The RIPA Committee's preliminary recommendations made at this meeting were subsequently adjusted due to COVID-19.

At its meeting on April 14, 2020, Elgin County Council approved funding for the following organizations through the Elgin County 2020 Grant and Festival Partnership Program, as recommended by the RIPA Committee:

Tillsonburg and District Multi-Service Centre	\$4780
Quad County Support Services	\$2000
Second Stage Housing	\$13400
<hr/>	
Total	\$20,180

The above noted organizations urgently needed funding to support their services through the pandemic and each have received 90% of funding up front, with the remaining funds to be paid upon receipt of a final report.

Anticipating that several events and programs would be cancelled as a result of the COVID-19 pandemic, staff requested that organizations with outstanding grant applications provide additional information with respect to the status of their proposal. The RIPA Committee reviewed status updates from applicants at a Committee meeting held on May 12, 2020.

It was clear from the feedback received from applicants that COVID-19 has created a looming sense of uncertainty for festival and event organizers. As expected, a number of fairs, events and programs will be cancelled in 2020 and at least two grant proposals were withdrawn. A number of organizations were not able to definitively say whether their event or service would proceed as planned and some applicants indicated that they required more time to adjust their plans.

A revised proposal was received from Eat2Learn (attached). This organization provides community-based support, resources and funding for schools in Elgin-St. Thomas operating school nutrition programs. With the closure of schools extended to May 31, 2020, and possibly longer, this organization has partnered with several local food banks to assist families who need food at this time. As the COVID-19 crisis continues to unfold, the Committee discussed the importance of providing immediate funding to Eat2Learn to assist with food insecurity issues experienced by children and families during the pandemic. It is recommended that County Council award \$6250 to Eat2Learn.

2020 Elgin County Tourism Directional Signage Grant Program

Non-profit organizations in Elgin County are eligible to apply for a maximum of \$150 for tourism signage. An application was received from the Aylmer-Malahide Museum and Archives for the installation of a directional sign at the south entrance to Aylmer on Highway #73 (Imperial Road). The RIPA Committee reviewed this application and recommends that Council approve the request for signage.

CONCLUSION:

The RIPA Committee plans to meet again as soon as additional information is received from applicants who were unable to definitively indicate whether their event/program would proceed as planned. The Committee will finalize their recommendations once

information is received from all remaining applicants. A tentative date for this meeting has been set for June 9, 2020.

All of which is Respectfully Submitted

Councillor Ed Ketchabaw
Chairman, Rural Initiatives and Planning Advisory Committee

April 27, 2020

County of Elgin
450 Sunset Drive
St. Thomas, ON N5R 5V1

Dear Grant Review Committee:

In December 2019, our organization applied for a grant in support of School Nutrition Programs across Elgin County. Given the recent COVID-19 outbreak, and with school closures now extended to May 31st and possibly longer, we continue to be concerned for students who would typically access our breakfast, snack and lunch programs during the school day. Our method of supporting students and their families has dramatically changed and we are putting forth a revised request to the County for \$6,250.00.

Knowing that food insecurity is an ongoing issue for children and their families and even more so now without access to school food programs, we have partnered with several local food banks to assist families. Unfortunately, the initial response was low and slow and, for a variety of reasons, families were hesitant to reach out to their local food bank. Given that, we established three food distribution sites across the County (Dutton, Aylmer and Port Burwell) to help get both food and funds to families with possible plans to expand locations should the need arise. Pre-packed food boxes are available for pick-up by school families at our sites and where transportation is an issue, we have a team of volunteer drivers completing “porch drops”. In addition, grocery cards are available to families at our distribution sites and have also been allocated to principals to distribute to families, particularly those dealing with food allergies or cultural food preferences.

At first, 100 food boxes was meeting the initial need, but we have had a 50% increase in demand, with 11 of the 17 County schools making requests, based on recent “wellness calls” made by teachers to their school families. Working within our finite budget, 150 food boxes is our present capacity although we have the food supply and manpower to go beyond this ceiling as we anticipate a rise in numbers. Financial support from the County would allow us to increase our capacity by almost 20%, having a significant impact on the growing need in our community.

We hope you will look favourably upon our request and should you need any additional information regarding this revised proposal, please contact me at the number listed above.

Sincerely,

Charlotte McDonald

Charlotte McDonald
Community Development Coordinator
eat2learn@gmail.com
[@osnpElgin](https://www.instagram.com/osnpElgin)



REPORT TO COUNTY COUNCIL

FROM: Jeff Lawrence, Tree Commissioner/Weed Inspector

DATE: May 19, 2020

SUBJECT: Tree Commissioner/Weed Inspector Year End Report for 2019

RECOMMENDATIONS:

THAT the report titled “Tree Commissioner/Weed Inspector Year End Report for 2019” from the Tree Commissioner/Weed Inspector, dated May 19, 2020 be received and filed; and

THAT the Tree Commissioner/Weed Inspector be directed to provide an activity report covering the first quarter of 2020 (January 1 to March 31, **2020**) at the June 9, 2020 meeting of County Council; and

THAT the Tree Commissioner/Weed Inspector be directed to provide quarterly activity reports to Council as follows: Quarter 2 (April, May, June), Quarter 3 (July, August, September), Quarter 4 (October, November, December) as well as a Year End Report for 2020; and further

THAT Council provide direction with respect to whether there is a need for any additional information to be included in the Tree Commissioner/Weed Inspector reports on a go-forward basis.

INTRODUCTION:

Pursuant to the KCCA/Elgin County Agreement to Deliver Tree Commissioner/Weed Inspector Services, the Tree Commissioner/Weed Inspector is required to provide a quarterly statistical report on Tree Commissioner and Weed Inspector Activities. For the past number of years, quarterly reports have not been provided and an annual report has been presented to County Council.

It is important to note that Council did not receive a summary of 2019 activities at the end of 2019. Moving forward, regular quarterly reports will be provided to Council in a timely fashion to ensure compliance with the KCCA/Elgin County Agreement to Deliver Tree Commissioner/Weed Inspector Services.

The following is a summary of activity related to the Elgin Woodlands Conservation By-Law for the period of November 1, 2018 to October 31, 2019 and weed inspection activity for the 2019 season. A report summarizing first quarter activities in 2020 (January 1 to March 31, 2020) will be presented to County Council on June 9, 2020.

DISCUSSION:

Logging Activity/Applications to Harvest:

A total of 97 applications to harvest were submitted from November 1, 2018 to October 31, 2019. This number is down from 114 in 2018. Applications were filed by municipality as follows: West Elgin 13 (12), Dutton/Dunwich 9 (9), Southwold 16 (11), Central Elgin 25 (20), Malahide 14 (34), and Bayham 20 (28). The total volume harvested was consistent with 2018 at approximately 3 million board feet. The total forested area involved in these harvests was approximately 2700 acres. (2018 totals are in brackets).

Applications for Woodland Clearings:

There were three applications received to clear portions of woodlands within the county in 2019, for a total area to be cleared of 2.3 hectares (~5.7 acres). Two of these applications were approved conditional upon conformity with Elgin County's "No Net Loss" policy. One application approved for clearing was located in the Township of Southwold for clearing 1.6 hectare (~3.95 acres). The second application approved for clearing was located in the Municipality of Dutton/Dunwich for clearing 0.4 hectare (~1 acre). Council denied an application to clear 0.3 hectare (~0.74 acres) in the Municipality of West Elgin.

Violations:

There were a number of circumstances where trees were cleared by landowners without first receiving the required permit or authorization. All of these situations were considered minor and were resolved. Discussions regarding non-compliance with the court ordered reforestation order are ongoing with a landowner charged with violations of the Elgin Woodlands Conservation By-law in 2015.

Weed Complaints and Orders:

A total of 11 complaints were received over the 2019 season. This number is consistent with those received in 2018. No Weed Destruction Orders were issued in 2019.

Meetings and Workshops:

Presentation was provided to Municipality of Dutton/Dunwich outdoor staff as part of their health and safety training, to assist with identifying and dealing with noxious weeds that present potential risk to employee health.

The Woodlands Conservation By-law was promoted at the Western Fair Farm Show in March. The "Measuring Up" presentation was given at the Carolinian Forest Festival.

All of which is Respectfully Submitted

Approved for Submission

Jeff Lawrence
Tree Commissioner/Weed Inspector

Julie Gonyou
Chief Administrative Officer



REPORT TO COUNTY COUNCIL

FROM: Alan Smith, General Manager of Economic Development

DATE: May 18, 2020

SUBJECT: Elgin-St. Thomas Economic Resiliency and Recovery Taskforce

RECOMMENDATION:

THAT the May 18, 2020, report titled, “Elgin-St. Thomas Economic Resiliency and Recovery Taskforce,” submitted by the General Manager of Economic Development, be received and filed for information.

INTRODUCTION:

The COVID-19 outbreak is a human tragedy and has a growing impact on the global economy. COVID-19 is not only a public-health challenge, but also an economic one. In Canada, like in other areas around the globe, business and industry have been particularly affected or will take a long time to return to a stage of viability. To assist, all levels of government have put some sort of support programs or assistance in place to help the vulnerable sectors and the business community. This assistance has taken the form of loans, wage subsidies, work sharing, and tax deferral, just to name a few.

It is however imperative that the needs of the local business community are continually being monitored and addressed and that key sectors are supported during the pandemic. Longer-term economic recovery strategies and actions also need to be developed to support the local economy as it is critical to start looking beyond the virus to ensure the business community and local industry can recover and thrive as quickly as possible.

Recognizing the importance of addressing the continued needs of the business community and key sectors that contribute to the Elgin-St. Thomas economy, and the critical need for planning for future recovery, Elgin County’s Economic Development department reached out to stakeholders within the Elgin-St. Thomas area, to collaborate on how to best respond to the economic crisis that is currently impacting the local business community. This collaboration resulted in the formation of the Elgin-St. Thomas Economic Resiliency and Recovery Taskforce, led by the County of Elgin’s Economic Development department.

DISCUSSION:

During times of crisis or issues of a specific concern, it is not uncommon for a nation or even a community to form a committee or a taskforce to help address the situation at hand. To address the negative impacts that the COVID-19 pandemic is inflicting upon the local economy, Elgin County’s Economic Development department engaged with key stakeholders to respond to the COVID-19 crisis. This engagement resulted in the

formation of a taskforce to address the economic concerns of the Elgin-St. Thomas area.

After initial discussions with stakeholders in March, the Elgin-St. Thomas Economic Resiliency and Recovery Taskforce (ERRT) was launched on April 9, 2020, to mitigate, through cooperative actions, the potential economic impact to business and to the Elgin-St. Thomas economy, from the COVID-19 pandemic.

The ERRT is a collaborative initiative representing the Elgin-St. Thomas area consisting of Local Government, key sector stakeholders, and organizations with a primary mandate on economic development and are business-facing. Members share best practices, identify gaps in supports, and plan future strategies, programs, and initiatives to address the continued needs of the business community and key sectors that contribute to the Elgin-St. Thomas economy.

In the month of April, the taskforce met weekly as it was imperative that priorities be developed that could be undertaken as a collective body and worked on within each member's respective organization. The following are the priorities of the taskforce which are also highlighted in appendix one:

- Undertake an environmental scan of all that is possible to support the local business community and key sectors through the appropriate surveying techniques.
- Work together to identify and find solutions to potential gaps in business supports to lessen the impacts of COVID-19.
- Provide resources and information to support the business community and key sectors.
- Advocate for the urgent needs of the business community and key sectors to the Provincial and Federal levels of government utilizing the Western Ontario Wardens Caucus.
- Work cooperatively to ensure as many businesses as possible survive the COVID-19 crisis.
- Promote businesses that are open/offering service, including local food and agri-businesses.
- Emerge from the COVID-19 pandemic, with an acknowledgment among member organizations that there will be a need for a special focus on the local economy, to build confidence in business and consumers so that they can return to more normal commerce and employment.
- Identify immediate and longer-term economic recovery strategies for the Elgin-St. Thomas economy.
- Facilitate economic recovery following the COVID-19 pandemic.

Although the above priorities are not listed in any particular order, given that there is no set economic recovery plan ready and available to use, it was necessary that an environmental scan of the local business community be immediately undertaken. Consequently, the results of two (2) surveys have assisted taskforce members in developing and implementing programs, actions, and provided information to help with the advocacy efforts of the Western Ontario Wardens Caucus (WOWC). It should be noted that similar surveys were conducted in other counties. These results were then

compiled by the WOWC Economic Development function. The most recent results from the Elgin County COVID-19 Business Impact Study 2.0 can be found in appendix two while the survey summary report from the WOWC is presented in appendix three, of this report.

Through collaborations, members are successfully meeting the priorities of the taskforce. Members of ERRT have provided critical loans and business grants to businesses. Networking among members have resulted in directing businesses to local, provincial and federal programs that have helped mitigate the effects that COVID-19 is having on them. Advocacy for key sectors that play a vital role in supporting the Elgin-St. Thomas economy are being constantly addressed. Promoting the Local Love and the Support Elgin initiatives provides marketing awareness to residents that some local businesses are providing service, although limited. Members of ERRT have compiled and are regularly updating a listing of Personal Protective Equipment (PPE) that is currently being produced by local manufactures. This information has proved useful for those businesses and healthcare providers in search of PPE.

The above-mentioned actions of the ERRT members are just some of the initiatives that are addressing the priorities of the taskforce. To continue the development and implementation of programs and initiatives to support the business community and the key sectors that comprise the Elgin-St. Thomas economy, it is clear a collaborative approach among stakeholders needs to be maintained. The ERRT will be in place to the end of the year.

CONCLUSION:

Although the provincial and federal levels of government are helping business and industry, it is imperative that the needs of the local business community are continually being monitored and addressed and that key sectors comprising the Elgin-St. Thomas economy are supported during the pandemic. Members of the ERRT are working to address the immediate and longer-term economic recovery strategies and actions to support the business community and local economy.

The immediate actions of the taskforce are meant to ensure as many businesses as possible survive the COVID-19 crisis. Longer-term, as the Elgin-St. Thomas area begins to emerge from the COVID-19 pandemic, there will be a need for a special focus on the local economy, to build confidence in business and consumers that they can return to more normal commerce and employment. Taskforce members working collaboratively to achieve a common set of priorities while maintaining their distinct roles within each organization, is proving to be successful. To have Elgin-St. Thomas return to a strong vibrant economy, the work of the ERRT may need to be in place beyond the end of 2020.

All of which is Respectfully Submitted

Approved for Submission

Alan Smith
General Manager of Economic Development

Julie Gonyou
Chief Administrative Officer

Elgin-St. Thomas Economic Resiliency and Recovery Taskforce:

An Overview

Background/Purpose

The Elgin-St. Thomas Economic Resiliency and Recovery Taskforce (ERRT) was launched on April 9th, 2020, to mitigate, through cooperative actions, the potential economic impact to business and to the Elgin-St. Thomas economy from the COVID-19 Pandemic. The ERRT is a collaborative initiative representing the Elgin-St. Thomas area consisting of Local Government, key sector stakeholders, and organizations with a primary mandate on economic development and are business-facing. Members share best practices, identify gaps in supports, and plan future strategies, programs, and initiatives to address the continued needs of the business community and key sectors that contribute to the Elgin-St. Thomas economy.

Objectives

Work collaboratively to identify immediate support requirements and longer-term economic recovery actions and strategies for businesses and key sectors, that comprise the Elgin-St. Thomas economy.

Provide member organizations with information and actions that will inform their respective decision-making with respect to economic support and recovery efforts.

Priorities

- Undertake an environmental scan of all that is possible to support the local business community and key sectors through the appropriate surveying techniques.
- Work together to identify and find solutions to potential gaps in business supports to lessen the impacts of COVID-19.
- Provide resources and information to support the business community and key sectors.
- Advocate for the urgent needs of the business community and key sectors to the Provincial and Federal levels of government utilizing the Western Ontario Wardens Caucus.
- Work cooperatively to ensure as many businesses as possible survive the COVID-19 crisis.

- Promote businesses that are open/offering service, including local food and agri-businesses.
- Emerge from the COVID-19 pandemic, with an acknowledgment among member organizations that there will be a need for a special focus on the local economy, to build confidence in business and consumers so that they can return to more normal commerce and employment.
- Identify immediate and longer-term economic recovery strategies for the Elgin-St. Thomas economy.
- Facilitate economic recovery following the COVID-19 pandemic.

Taskforce Membership

The ERRT is facilitated/directed by the County of Elgin’s Economic Development department. Membership consists of individuals that within their organizations, are accountable for some aspect of economic development and/or functions specifically related to accomplishing the objectives of the Taskforce. Given the fluid nature of the current pandemic, membership will be constantly evaluated to accommodate the ever-changing situation. Membership requirements also may change when transitioning from a stabilizing phase to a rebuilding or recovery stage, for instance.

Economic Resiliency and Recovery Taskforce: Composition

Function/Sector	Organization
Local Economic Development	<ul style="list-style-type: none"> • County of Elgin (Economic Development and Tourism, including corporate representation) • St. Thomas Economic Development Corporation • Elgin/St. Thomas Small Business Enterprise Centre • Elgin Business Resource Centre
Local Municipal Partners (representation is the decision of each municipality’s CAO)	<ul style="list-style-type: none"> • Municipality of West Elgin • Municipality of Dutton Dunwich • Township of Southwold • Municipality of Central Elgin • Town of Aylmer • Township of Malahide • Municipality of Bayham

Business Community	<ul style="list-style-type: none"> • St. Thomas and District Chamber of Commerce • Aylmer and Area Chamber of Commerce • Aylmer BIA • Port Stanley BIA
Regional Economic Development	<ul style="list-style-type: none"> • Western Ontario Wardens Caucus
Workforce Development	<ul style="list-style-type: none"> • Elgin Middlesex Oxford Workforce Planning and Development Board
Tourism Sector	<ul style="list-style-type: none"> • Southwest Ontario Tourism Corporation
Agriculture	<ul style="list-style-type: none"> • Elgin Ontario Federation of Agriculture
Manufacturing	<ul style="list-style-type: none"> • Ministry of Economic Development, Job Creation and Trade
Commercial Fishing	<ul style="list-style-type: none"> • Ontario Commercial Fisheries' Association

Sub-Committees

The Task Force can establish sub-committees to focus on specific priority areas, like: manufacturing, agriculture and agri-food, tourism, and small-medium size business etc.

Meetings

The Economic Resiliency and Recovery Taskforce is facilitated by Elgin County’s General Manager of Economic Development. Meetings take place every other week (Thursdays at 9:30am EDT by Webex), more often as needed, based on consensus of members.

Procedure and Principals of Participation

The Taskforce shall operate by consensus.

Each member of the Taskforce adheres to the following principles of participation:

- While the health and well-being of people is of greatest priority, this taskforce focus is on the economic well-being of the Elgin-St. Thomas area.

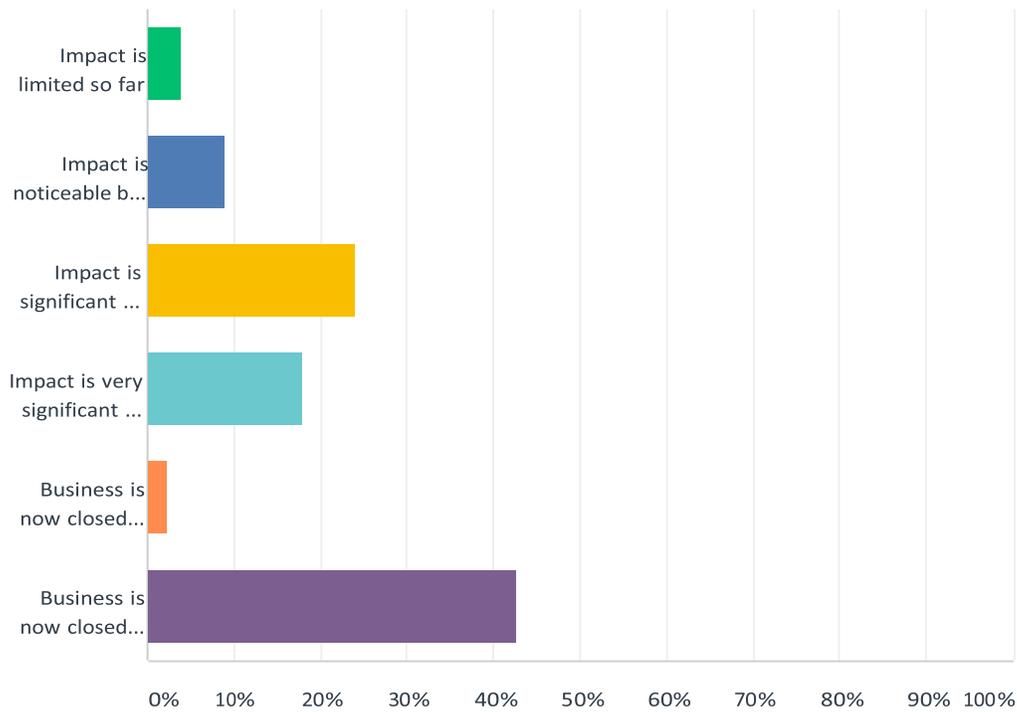
- Members participate in discussions in a manner that allows each person to freely present their ideas and perspectives and reflects the group's commitment to collaboration and moving items forward.
- Contributes in a way that does not restrict each person to their specific role within their organizations but allows each individual to look at issues from an Elgin-St. Thomas regional perspective.
- Considers how to participate in meetings so that discussions are designed to be more than talk and instead focused getting things done together.
- Members are collectively accountable for the quality of the discussions and their results.

Timeframe

The Taskforce is established till the end of 2020. Depending on the status of the COVID-19 pandemic, the operations of the taskforce might continue into the year 2021.

Q1 Which of the following best describes the impact of COVID-19 on your business right now?

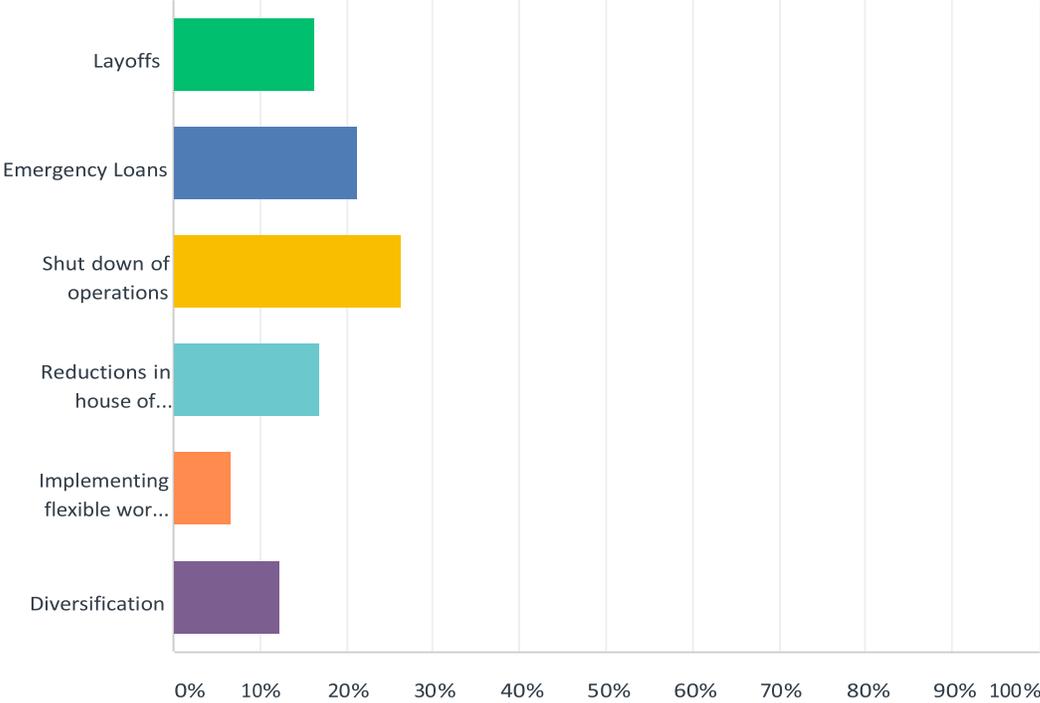
Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES
Impact is limited so far	3.93% 7
Impact is noticeable but not significant	8.99% 16
Impact is significant and steadily increasing	24.16% 43
Impact is very significant and growing fast	17.98% 32
Business is now closed permanently	2.25% 4
Business is now closed temporarily	42.70% 76
TOTAL	178

Q2 What measures are you likely to use/need to address the economic impact of COVID-19?

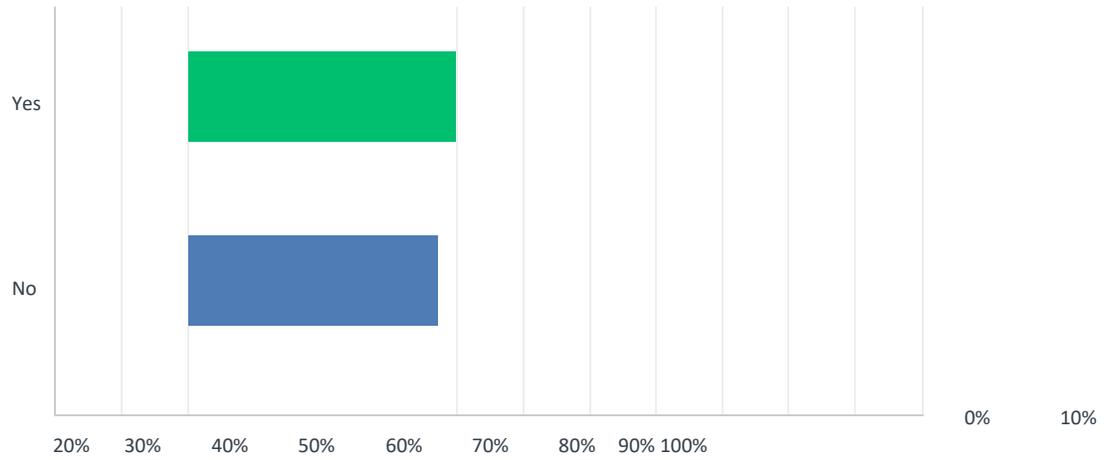
Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES
Layoffs	16.29% 29
Emergency Loans	21.35% 38
Shut down of operations	26.40% 47
Reductions in house of operations/productions	16.85% 30
Implementing flexible work hours/work from home options	6.74% 12
Diversification	12.36% 22
TOTAL	178

Q3 Have you accessed any government support?

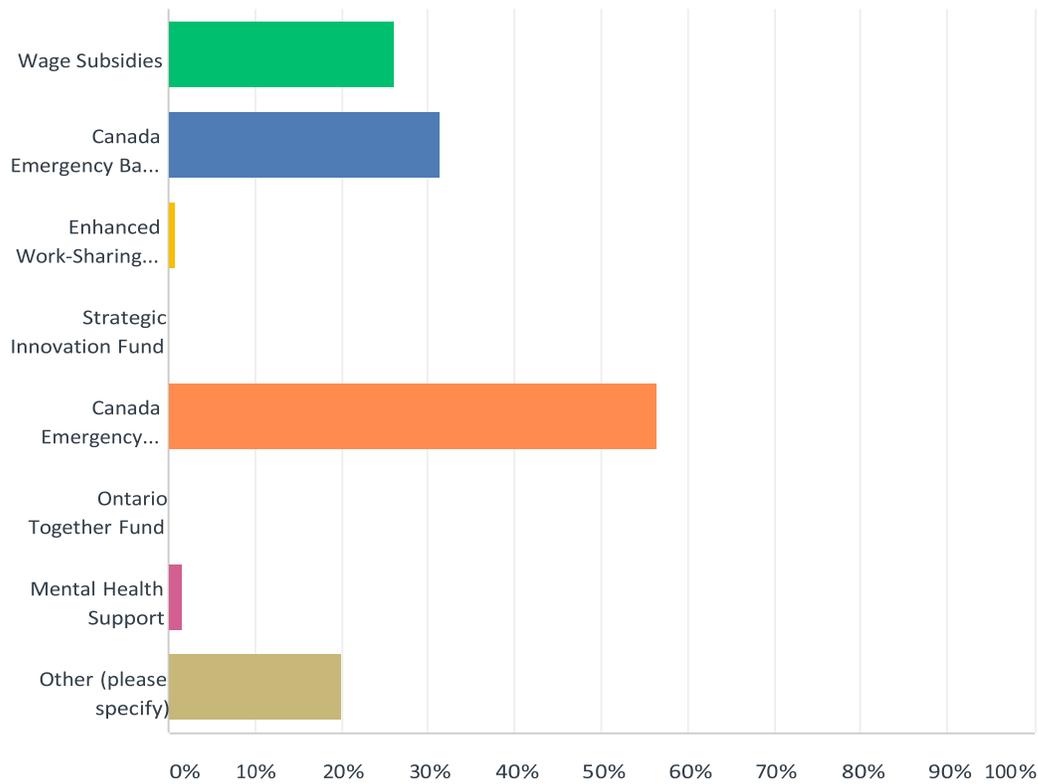
Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	51.12% 91
No	48.88% 87
TOTAL	178

Q4 If yes, which supports have you accessed? (check all that apply)

Answered: 115 Skipped: 63

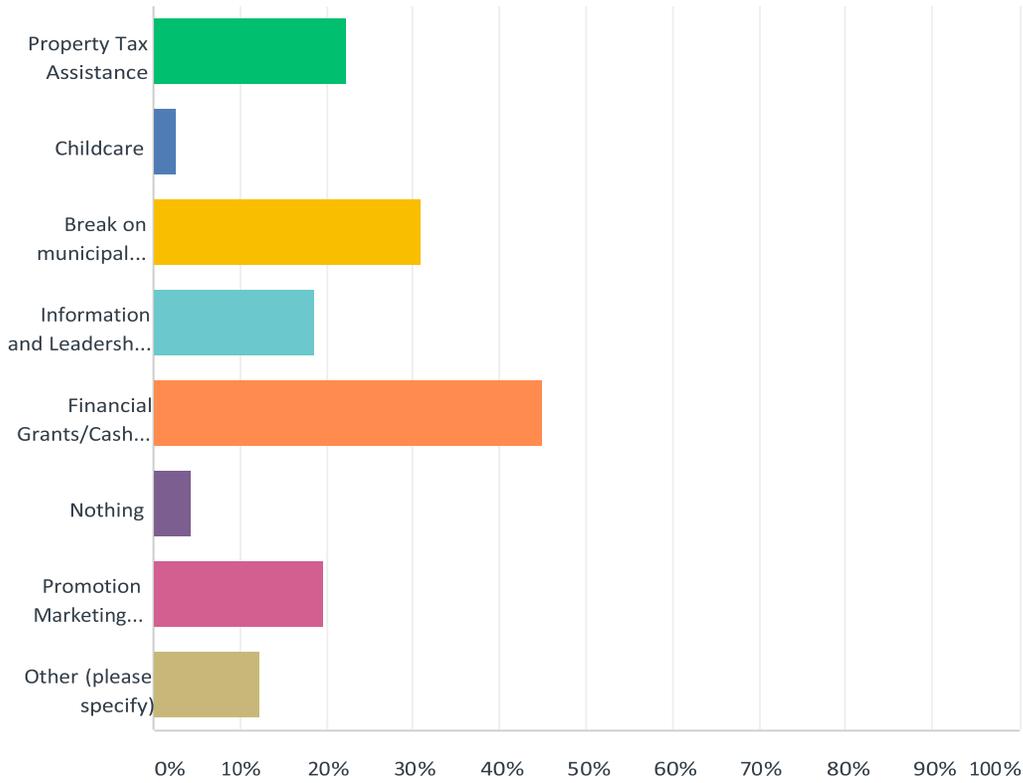


ANSWER CHOICES	RESPONSES	
Wage Subsidies	26.09%	30
Canada Emergency Bank Account	31.30%	36
Enhanced Work-Sharing Program	0.87%	1
Strategic Innovation Fund	0.00%	0
Canada Emergency Response Benefit	56.52%	65
Ontario Together Fund	0.00%	0
Mental Health Support	1.74%	2
Other (please specify)	20.00%	23
Total Respondents: 115		

#	OTHER (PLEASE SPECIFY)	DATE
1	None	4/29/2020 4:19 PM
2	Small business loan	4/29/2020 3:16 PM
3	None	4/28/2020 11:48 AM
4	we are looking at others, but are in the process of applying 1	4/20/2020 10:54 AM
5	none yet	4/20/2020 10:41 AM
6	none	4/20/2020 8:41 AM
7	Small business loan	4/18/2020 12:40 PM
8	not eligible	4/18/2020 12:01 PM
9	None	4/16/2020 9:32 PM
10	None	4/16/2020 5:23 PM
11	None	4/16/2020 4:37 PM
12	None	4/16/2020 12:51 PM
13	We have never had any funding.	4/16/2020 11:16 AM
14	support for single proprietorships without staff	4/16/2020 8:24 AM
15	none	4/15/2020 11:16 PM
16	NA	4/15/2020 10:30 PM
17	Student summer jobs	4/15/2020 10:10 PM
18	Staff will access CERB personally.	4/15/2020 9:07 PM
19	I haven't found anything I qualify for yet.	4/15/2020 7:39 PM
20	I have applied for the above just yesterday & will for the wage subsidy once the procedure is clarified	4/15/2020 2:50 PM
21	seasonal operation - not eligible at this time	4/15/2020 2:39 PM
22	None available	4/14/2020 5:43 PM
23	None	4/14/2020 4:53 PM

Q5 What do you need most from your local municipal government right now? (choose the item of greatest need)

Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES	
Property Tax Assistance	22.47%	40
Childcare	2.81%	5
Break on municipal charges and utilities	30.90%	55
Information and Leadership (updates on initiatives)	18.54%	33
Financial Grants/Cash Flow/Emergency Funds	44.94%	80
Nothing	4.49%	8
Promotion Marketing Assistance (During and After COVID -19)	19.66%	35
Other (please specify)	12.36%	22
Total Respondents: 178		

#	OTHER (PLEASE SPECIFY)	DATE
1	Open up the province	4/29/2020 4:19 PM
2	to open because some business are deemed essential and i serve more than them IE: Bicycles are essential? Stereos are essential BUT this store does it all and supports low income	4/25/2020 9:02 AM
3	tax break,on land not being able to use,	4/24/2020 10:04 AM
4	rent relief	4/17/2020 7:48 AM
5	Removal of the 5,000 baseline income for last year	4/17/2020 7:32 AM
6	Access to theatre space	4/17/2020 12:03 AM
7	We are a roofing company in Elgin County and when we call the hotline provider we can't get straight answers as to what exactly we are allowed to Do in certain roof emergencies as we want to follow precautions and do our part and we also have to service our customers.	4/16/2020 10:25 PM
8	Ability to continue construction on my project, safely, some construction is allowed to continue, mine is not	4/16/2020 5:23 PM
9	How to modify for vivid 19	4/16/2020 4:37 PM
10	Commercial rent	4/16/2020 4:17 PM
11	Support for non profit grassroots organizations	4/16/2020 3:38 PM
12	Get the country orking again. Get a vaccine and test kits out to EVERYONE.The negative people should go back to work and school the positive only to stay home . this is ridiculouse, making all the negative people stay away from workl	4/16/2020 1:55 PM
13	I need access to childcare for my employees.They are still working	4/16/2020 1:48 PM
14	Not sure	4/16/2020 10:51 AM
15	a quick and easy acceptance of our farm site plan, remove any time barriers for future growth for when virus free time comes, then we can make up lost ground.	4/15/2020 8:18 PM
16	Rent and utility assistance	4/15/2020 7:34 PM
17	Freeze if business and BIA taxes for five years	4/15/2020 3:06 PM
18	CEBA - remove minimum 50K payroll criteria from accessing 40K interest free loan	4/15/2020 3:03 PM
19	Nothing right now ..but maybe later	4/15/2020 2:31 PM
20	To align with the other provinces and deem our business essential	4/14/2020 9:25 PM
21	Be able to operate	4/14/2020 7:11 PM
22	Some support on advertising for all businesses that when it is appropriate to do so that business is certainly open	4/14/2020 6:02 PM

Q6 Beyond what has already been announced, what do you need from the provincial and federal governments?

Answered: 119 Skipped: 59

#	RESPONSES	DATE
1	That vaccination remain an individual's choice.	5/1/2020 8:54 AM
2	Restrictions lifted	4/29/2020 4:19 PM
3	Lower Property tax could be really be a benefit in this region.	4/29/2020 3:16 PM
4	Open the economy fully	4/29/2020 2:32 PM
5	Tax deferral or forgiveness	4/29/2020 11:33 AM
6	Nothing	4/28/2020 11:48 AM
7	Government grants.	4/27/2020 7:19 PM
8	GET BUSINESS BACK OPEN!!!!!! I don't want to take out more loans. I've already lost \$15 0000 of our personal savings. Please follow suit of other provinces and get kids back to school and my business open!!!!!!	4/27/2020 2:09 PM
9	not sure. Will have to wait and see the post-covid-19 impact.	4/25/2020 8:53 PM
10	Not sure	4/25/2020 8:36 PM
11	to open	4/25/2020 9:02 AM
12	they need to provide a toolkit for businesses to get operational safely. masks, touch less thermometers, equipment for mass disinfecting.	4/24/2020 1:18 PM
13	land tax exemption	4/24/2020 10:04 AM
14	I would like to see grants which makes it interesting to invest when business is back to normal	4/22/2020 12:34 PM
15	With everyone touched financially by this Banks are still getting all their money. A relief on your mortgage but the interest is added after the time of the relief. Seems wrong!	4/22/2020 8:25 AM
16	Leadership	4/22/2020 7:46 AM
17	Grant money not loans I am a same business and can't afford loans	4/21/2020 9:15 PM
18	Commercial rent subsidy. Grants rather than deferrals. Breaks on payables like employee deductions.	4/21/2020 8:00 PM
19	Open the business market up slowing	4/21/2020 7:44 PM
20	N/a	4/21/2020 6:22 PM
21	Larger amounts of grants/loans	4/21/2020 3:09 PM
22	A recognition that the length of these programs might need to be extended.	4/21/2020 1:44 PM
23	We just have been told that the CEWS (75% wage subsidy) is not available for Conservation Authorities, which are Charitable Organizations, but some are saying are excluded from eligibility for the CEWS. We were counting on this funding. If we truly are deemed ineligible, there will need to be something to help us or we will have severe financial difficulties recovering from the shut down.	4/21/2020 10:57 AM

24	Grants to help small business survive	4/20/2020 10:49 PM
25	Wage top up for those who have reduced hours but do not qualify for the CERB benefits	4/20/2020 10:36 PM
26	Grants and/ or loan or bill forgiveness	4/20/2020 3:13 PM
27	Tax reductions	4/20/2020 2:25 PM
28	Some positive information their plan to restart the economy so it will be safe.	4/20/2020 11:20 AM
29	They are generous. If we can resume business within a month we should be able to pull through	4/20/2020 10:54 AM
30	TO REOPEN BUSINESS SLOWLY.	4/20/2020 10:50 AM
31	Funding support beyond June, when covid 19 financial assistance programs end.	4/20/2020 10:48 AM
32	...	4/20/2020 10:41 AM
33	Government grants.	4/20/2020 10:13 AM
34	Accurate updates as to virus	4/20/2020 10:12 AM
35	clear information about programs	4/20/2020 9:39 AM
36	more government money each month to help with the cost of living	4/20/2020 8:41 AM
37	It could take years for small business to recover ..if at all..financial support to small business must continue beyond the pandemic	4/18/2020 12:40 PM
38	tax relief on properties used for safe home grant program dollars	4/18/2020 12:01 PM
39	Right now, I am able to cope.	4/18/2020 11:41 AM
40	Better answers on programs introduced. Currently subject to our interpretation and if given subject to clawback. Need to know on the right programs from the get go.	4/18/2020 9:21 AM
41	Not eligible for any government loans or grants. Hoping that business has enough funds to keep paying rent,insurance, utilities, loan payments till money runs out, even tho revenue is now been 5 weeks of 0 income.	4/18/2020 1:06 AM
42	Easier access to small business loans for businesses without employees.	4/17/2020 1:25 PM
43	Tabby's Treasures Gift Shop is a fundraiser for Animal Aide. Without money coming in each month from the Gift Shop, Animal Aide is very short on money.	4/17/2020 12:26 PM
44	n/a	4/17/2020 9:55 AM
45	More funding!!	4/17/2020 9:50 AM
46	deadlines extended on deferred payments	4/17/2020 7:48 AM
47	Removal of the \$5,000 baseline income from last year. As a new startup I didn't make enough.	4/17/2020 7:32 AM
48	Lift restrictions of people meeting	4/17/2020 12:03 AM
49	Loans for sole proprietorship businesses.	4/16/2020 11:31 PM
50	They are doing ok with updates. I realize a lot of information is being miscommunicated and everyone is trying there best. As long as we all do our part we will get through this	4/16/2020 10:25 PM
51	Being self employed I would like some support financially for once.	4/16/2020 9:32 PM

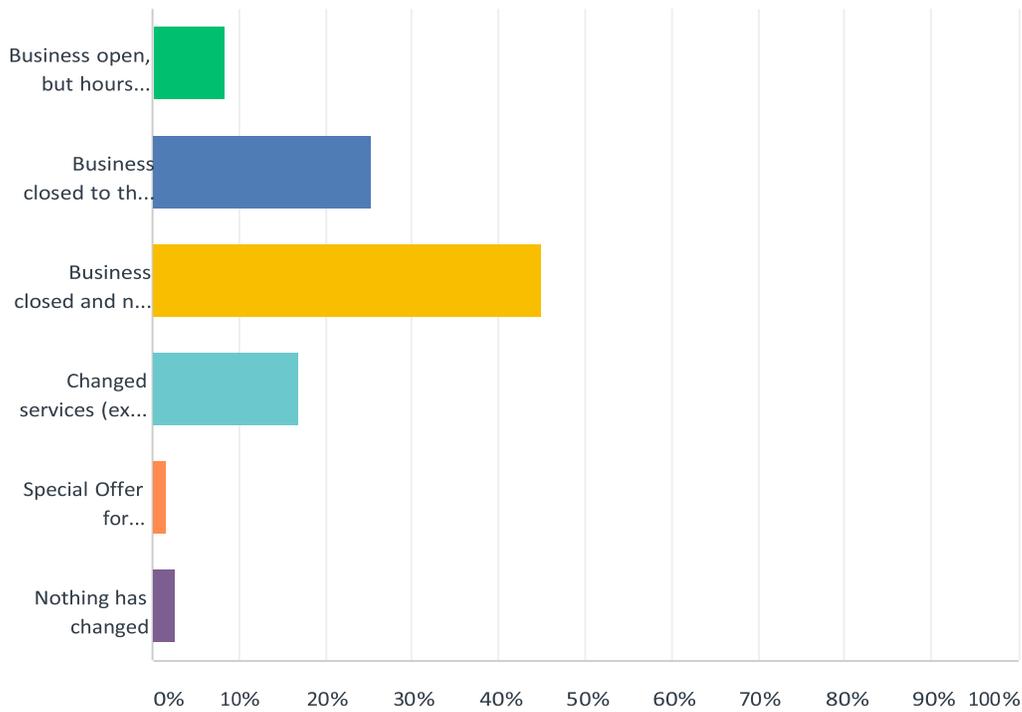
52	I can't access any support for my business because it is in the construction phase, ability to keep building would help, I wouldn't as far behind when things improve	4/16/2020 5:23 PM
53	Not sure	4/16/2020 4:51 PM
54	Steps to run a safe business in covid 19 and funding to implement changes	4/16/2020 4:37 PM
55	Help with commercial rent, decrease insurance for vehicle since not driving, credit/ loan interest relief.	4/16/2020 4:17 PM
56	Better clarification of all the subsidies and benefits, or contact information for who can help with clarification	4/16/2020 3:42 PM
57	Communication and plans	4/16/2020 3:38 PM
58	.	4/16/2020 2:51 PM
59	now that the CEBA has been lowered, we can rest a easier and we will be able to pay bills and not worry day to day.	4/16/2020 2:35 PM
60	Let construction continue. I have a house I am building and no trades will come to finish it. . I have lots to build on and cannot get building permits. I am at a standstill and I am just a one man show.	4/16/2020 1:55 PM
61	Quick action to get the test kits out there. Get people who are tested and negative back to work.Keep the positive people isolated only. Get a vaccine and get more masks and wipes etc available.	4/16/2020 1:48 PM
62	We are landlords with no payroll. If renters don;t pay their rent how do we get help. Even the lowered to 10,000 payroll won;t help us. We are self employed with our rentals and do not have payroll. We do everything ourselves. But we need help if the renters both residential and commercial do not pay. We have 3 tenants now not paying rent and its only April.	4/16/2020 1:37 PM
63	Nothing	4/16/2020 12:51 PM
64	To be transparent, and recognize the hardships of small sole proprietorship bossiness. We can never go back to how it was and be successful.	4/16/2020 11:55 AM
65	Financial support like hydro and gas can be reduce the price or wave	4/16/2020 11:54 AM
66	Clarification of 'Not for Profits' qualify for GRANTS . We are the Elgin Theatre Guild with no employees. MP and MPP offices contacted. Our season is now shut down until October	4/16/2020 11:29 AM
67	Transfer funds to municipality. No HST on products and services for two months after reopening businesses. Raise gas prices at the pumps to a flat \$1.10 a liter for six months and use tax revenue to fund these assistance programs.	4/16/2020 11:20 AM
68	We are not eligible for any of the funding at this time.	4/16/2020 11:16 AM
69	To be able to reopen	4/16/2020 11:14 AM
70	Funds to assist with possible diversification and also assistance in purchasing additional equipment for post COVID-19 activities. A loan or a grant of some sort for business that doesn't have the payroll needed for current emergency loan.	4/16/2020 11:10 AM
71	Nothing	4/16/2020 10:56 AM
72	Continue cerb	4/16/2020 10:51 AM
73	As a summer business mandated to be closed with no reopening date in sight commercial property taxes must be significantly reduced as we are no longer a viable commercial property.	4/16/2020 10:20 AM
74	Enforcement of guidelines. Reduced property tax	4/16/2020 10:13 AM
75	Clear information. This is our livelihoods and not knowing is endangering myself and family.	4/16/2020 9:58 AM

76	Clarity and consistency	4/16/2020 9:46 AM
77	We are in the property maintenance business. Mowing,gardening etc. We can social distance and have all precautions in place. We need the ok to work to keep properties clean and kept up or things are going to get ahead of us in a hurry	4/16/2020 9:37 AM
78	Not to feel so overwhelmed, make help more accessible, allow us to use any grants/loans the way we feel it to help our business and not have so many restrictions as to where the money goes.	4/16/2020 9:24 AM
79	open businesses	4/16/2020 9:18 AM
80	To re open	4/16/2020 9:17 AM
81	Immediate financial support which I don't qualify for as I do not have employees	4/16/2020 9:14 AM
82	Only make announcements where there is actually something to report and rollout. They are all tripping over eachother with program announcements that still take a month to take effect. Its all noise!	4/16/2020 9:05 AM
83	Not sure	4/16/2020 9:04 AM
84	Consideration for owner run small business	4/16/2020 8:24 AM
85	Ability to open	4/16/2020 5:42 AM
86	Speed. We are facing harvest without knowing what if any support we will get, which leads to challenging decision making in these uncertain times.	4/15/2020 11:16 PM
87	Assistance for business that do not have enough payroll because owners take dividends versus being compensated through payroll. This is an issue for small to medium sized family run businesses.	4/15/2020 10:30 PM
88	Reduce the payroll total that qualifies small business for the loan amount Ongoing plan, our business will be affected until 2022.	4/15/2020 10:10 PM
89	Income supplement	4/15/2020 9:18 PM
90	Money to keep afloat until we can open the museum to the public again.	4/15/2020 9:07 PM
91	Maybe future grants for green energy projects. But if loans are given we like the idea of government funding delivered through Square, like they do in the USA.	4/15/2020 8:18 PM
92	Financial assistance if needed	4/15/2020 8:02 PM
93	Support for small business that are trying to stay open but have severe loss of income but don't yet qualify for the cerb or ei	4/15/2020 7:50 PM
94	More needs to be done for all buisnesses not just the ones in financial hard ship. So we can make ontario great again during the pandemic and after.	4/15/2020 7:40 PM
95	Rent relief	4/15/2020 7:39 PM
96	Commercial rent and utility expenses	4/15/2020 7:34 PM
97	limit all the humans that are out there, sooner we all stay put sooner it will slow. the streets and skies are way too busy.	4/15/2020 3:57 PM
98	Have not heard anything for tourism industry e.g small motels and inns which are family operated. Which don't qualify for any govt help. No tourist ,no rooms rented ,no income.	4/15/2020 3:09 PM
99	Rent subsidy for tenants	4/15/2020 3:06 PM

100	Since we are a privately owned trailer park and we are self employed and have boosted the local economy and tourism over the past years, we need the government to allow us and all privately run trailer parks to open as planned so that people and specially retirees can still selfisolate and social distance here for their sanity, then these's those who need their trailer sites for housing as their trailer is their summer home (our 'summerbirds') or the people that have sold their houses and can only buy a new residence or find an rental after the pandemic has ended. It's understandable that a small businesses goes bankrupt because of poor business decisions, not as a result of a government shutdown with no help.	4/15/2020 3:03 PM
101	For me, my self employment is a side business so I have received absolutely nothing for the thousands in lost income because I continue to have a salary from my other position.	4/15/2020 2:55 PM
102	nothing at the moment	4/15/2020 2:50 PM
103	financial support for businesses with payroll less then \$50000	4/15/2020 2:39 PM
104	Nothing right now, depends on how long this will last..next survey may be different answer	4/15/2020 2:31 PM
105	to stop this virus !	4/15/2020 2:23 PM
106	Not sure	4/14/2020 10:43 PM
107	Opening up more government procurement without so much paperwork	4/14/2020 10:11 PM
108	To recognize the devastation of being closed for small businesses and local communities. All while big box stores are open and selling the same products.	4/14/2020 9:25 PM
109	Time-lines and a plan for what will be allowed when businesses are finally allow to open.	4/14/2020 8:56 PM
110	Programs that apply to us	4/14/2020 8:46 PM
111	Programs that apply to us	4/14/2020 8:46 PM
112	Financial help that won't negatively impact my financial qualifying	4/14/2020 7:25 PM
113	Let business open where social distancing is possible	4/14/2020 7:11 PM
114	Relief on insurance (business and car), access to affordable loans for micro businesses, relaxation of zoning bylaws for business use	4/14/2020 6:11 PM
115	Wage earning replacement	4/14/2020 6:02 PM
116	Tax relief	4/14/2020 5:54 PM
117	Support for a new business which has not yet established income to apply for loans, and operates solely by the owner	4/14/2020 5:43 PM
118	To end the shit down and allow the communities to create herd immunity. Vaccines are NOT the answer to health! And I am not willing to Accept mandated vaccines!	4/14/2020 5:33 PM
119	Nothing	4/14/2020 4:53 PM

Q7 How has your business responded to COVID-19?

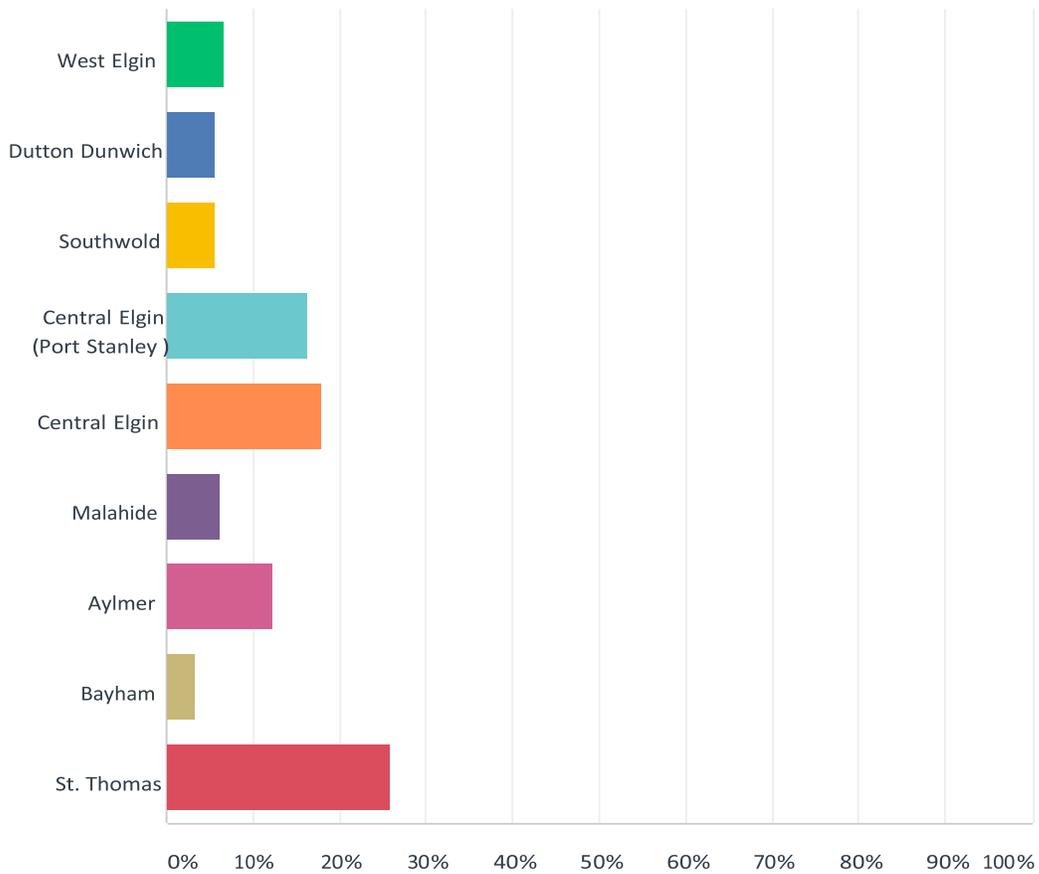
Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES
Business open, but hours changed	8.43% 15
Business closed to the public, but still operating	25.28% 45
Business closed and not operating	44.94% 80
Changed services (ex: take out, delivery, contact-less options, diversification)	16.85% 30
Special Offer for customers/community members	1.69% 3
Nothing has changed	2.81% 5
TOTAL	178

Q8 Where is your business located?

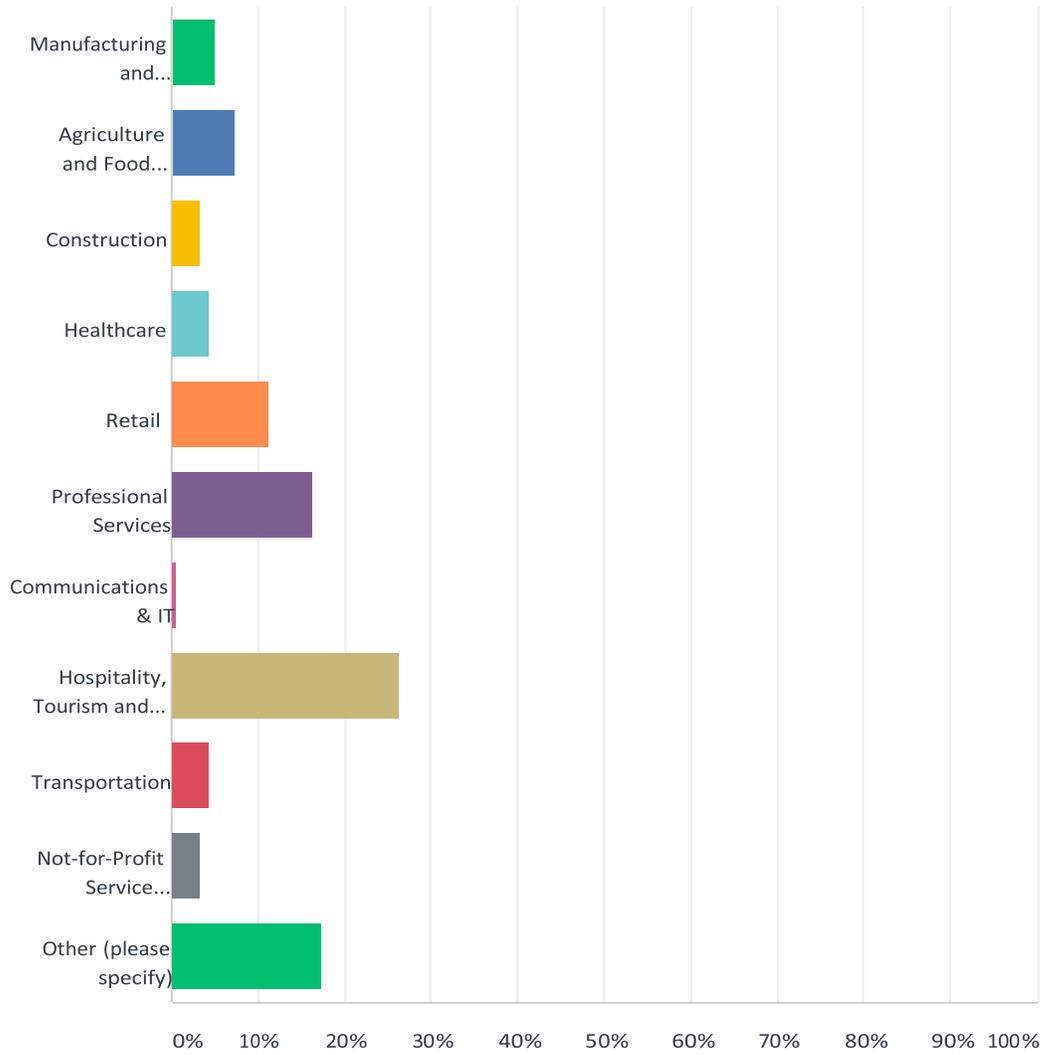
Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES
West Elgin	6.74% 12
Dutton Dunwich	5.62% 10
Southwold	5.62% 10
Central Elgin (Port Stanley)	16.29% 29
Central Elgin	17.98% 32
Malahide	6.18% 11
Aylmer	12.36% 22
Bayham	3.37% 6
St. Thomas	25.84% 46
TOTAL	178

Q9 What is the primary industry your business is part of?

Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES	
Manufacturing and Distribution	5.06%	9
Agriculture and Food Processing	7.30%	13
Construction	3.37%	6
Healthcare	4.49%	8
Retail	11.24%	20
Professional Services	16.29%	29
Communications & IT	0.56%	1
Hospitality, Tourism and Arts	26.40%	47

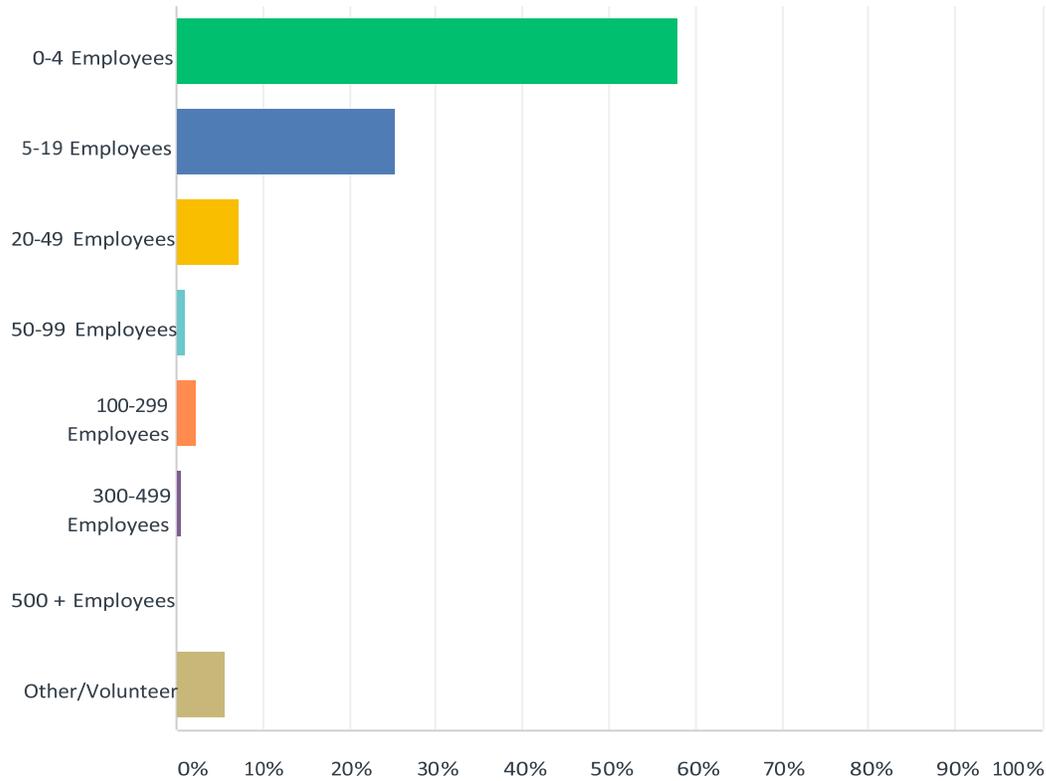
Transportation	4.49%	8
Not-for-Profit Service Provider	3.37%	6
Other (please specify)	17.42%	31
TOTAL		178

#	OTHER (PLEASE SPECIFY)	DATE
1	Live production	4/29/2020 4:19 PM
2	IT, Retail, a combination but not food	4/25/2020 9:02 AM
3	Commercial landlord	4/22/2020 6:46 PM
4	Hairstylist	4/21/2020 9:15 PM
5	Food service industry	4/21/2020 7:44 PM
6	All of the above.	4/21/2020 1:44 PM
7	water and lands conservation, campground operations are in place to off-set funding cuts from provincial government	4/21/2020 10:57 AM
8	Consulting	4/20/2020 11:46 AM
9	Auto service and repair	4/20/2020 11:20 AM
10	Thrift store closed, newcomer settlement doing it from home	4/20/2020 10:54 AM
11	Education	4/20/2020 10:48 AM
12	Insurance	4/20/2020 8:41 AM
13	Fitness Centre	4/18/2020 1:06 AM
14	Personal Care Services	4/17/2020 1:25 PM
15	Storage	4/16/2020 5:23 PM
16	Health and wellness (yoga classes)	4/16/2020 4:51 PM
17	Landlords with rental properties. You don;t even have a category for us.	4/16/2020 1:37 PM
18	Window Cleaning	4/16/2020 12:51 PM
19	We are a Day Spa that is closed. I am trying to stay aflost by selling some retail. Very difficult in the climate.	4/16/2020 11:55 AM
20	Office and retail property	4/16/2020 11:20 AM
21	Entertainment	4/16/2020 11:10 AM
22	Horticulture	4/16/2020 9:46 AM
23	Property maintenance	4/16/2020 9:37 AM
24	residential cleaning services	4/16/2020 9:18 AM
25	Restaurant	4/16/2020 9:17 AM
26	Winery. Manufacturer and retailer.	4/15/2020 10:30 PM

27	Arts & Culture	4/15/2020 7:34 PM
28	Commercial rentals	4/15/2020 3:06 PM
29	Recreation programming	4/15/2020 2:55 PM
30	Dog grooming	4/14/2020 5:54 PM
31	Dog boarding	4/14/2020 4:51 PM

Q10 How many employees did you have employed BEFORE COVID -19 impacted Ontario?

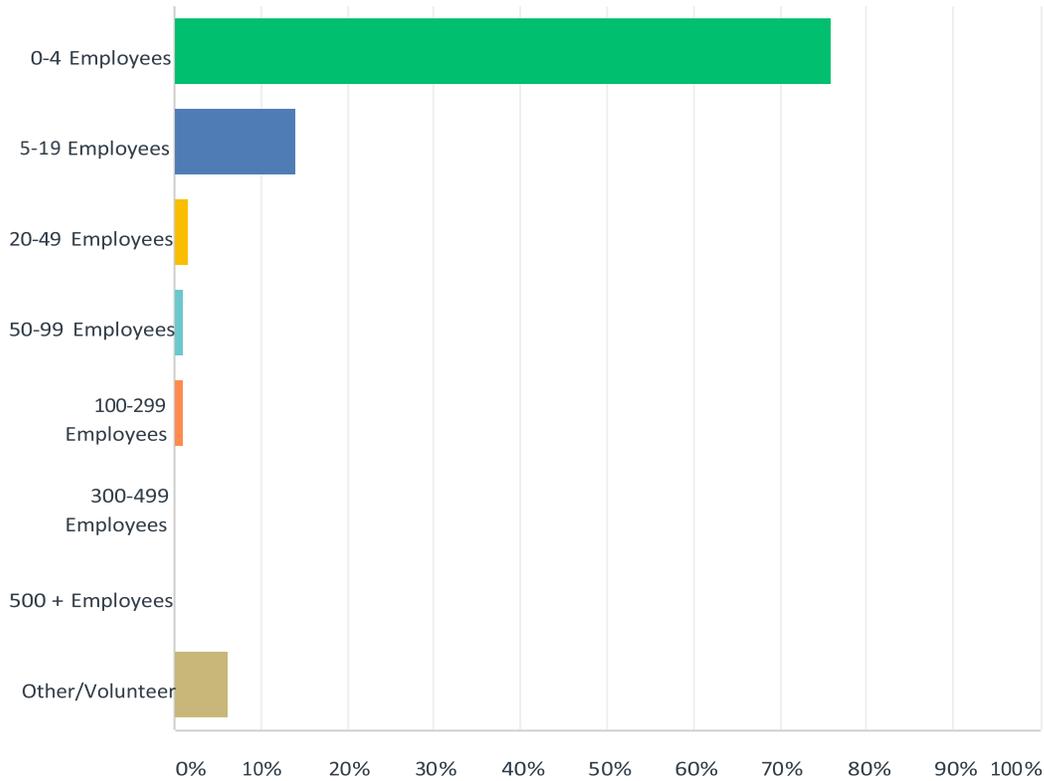
Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES	
0-4 Employees	57.87%	103
5-19 Employees	25.28%	45
20-49 Employees	7.30%	13
50-99 Employees	1.12%	2
100-299 Employees	2.25%	4
300-499 Employees	0.56%	1
500 + Employees	0.00%	0
Other/Volunteer	5.62%	10
TOTAL		178

Q11 How many employees do you have now employed at your business AS A RESULT OF COVID-19?

Answered: 178 Skipped: 0



ANSWER CHOICES	RESPONSES	
0-4 Employees	75.84%	135
5-19 Employees	14.04%	25
20-49 Employees	1.69%	3
50-99 Employees	1.12%	2
100-299 Employees	1.12%	2
300-499 Employees	0.00%	0
500 + Employees	0.00%	0
Other/Volunteer	6.18%	11
TOTAL		178

Q12 Please explain any other impacts you're experiencing?

Answered: 120 Skipped: 58

#	RESPONSES	DATE
1	Product shortage	4/29/2020 4:19 PM
2	supply shortages	4/29/2020 3:16 PM
3	Canceled or postponed orders from customers	4/29/2020 2:32 PM
4	Slow supply chain	4/29/2020 11:33 AM
5	This survey is biased. All impacts are negative. What about positive impacts? We are busier than ever directly as a result of COVID	4/28/2020 11:48 AM
6	Mental health issues from being isolated at home with nothing to do knowing I am losing money for everyday that this continued.	4/27/2020 2:09 PM
7	My salon is closed, bills still come, staff are laid off and when we are allowed to reopen the rules will highly impact review as we will not be able to service clients as before and will require mask and gloves which are difficult to get and costly	4/25/2020 9:07 PM
8	Slow return of the public to our business until they are sure it's safe to gather in groups	4/25/2020 8:53 PM
9	Significantly less work even though we have adjusted by doing telephone counselling and video sessions.	4/25/2020 8:36 PM
10	Primarily an export business so heavily reliant on the US coming back on line.	4/24/2020 1:18 PM
11	loss income	4/24/2020 10:04 AM
12	No rental income from commercial rentals. Unable to pay mortgage on property.	4/22/2020 6:46 PM
13	As an owner it's hard to keep everything going with kids at home. I do experience extra stress and challenge on my mental health	4/22/2020 12:34 PM
14	Supply and equipment orders cancelled	4/22/2020 8:25 AM
15	I rent chairs to self employed stylist who don't want to pay rent for their chairs because they are not working	4/21/2020 9:15 PM
16	Seasonality of our business. Compounded by bridge closure of 13 months and beach closures. Especially difficult after just coming out of winter season which is our 'down' time	4/21/2020 8:00 PM
17	No one is working	4/21/2020 7:44 PM
18	Zero income future events cancelled	4/21/2020 6:22 PM
19	Massive production loss Layoff of 38/45 staff Limited cash flow with expenses...rent/utilities ongoing When we are able to open, it will be difficult to operate at previous levels....will take months to get to even 60-70%	4/21/2020 3:09 PM
20	Revenue has dropped dramatically. Announced programs should be able to buttress organization until the fall, but a return to some sense of normalcy will be needed by then.	4/21/2020 1:44 PM
21	Uncertainty of ability to open campground which is the most significant source of revenue is creating increased stress on staff.	4/21/2020 10:57 AM
22	Can't get people to work because they would rather stay home and collect \$2000 a month.	4/20/2020 10:49 PM

23	None	4/20/2020 10:36 PM
24	Entire loss of income	4/20/2020 3:13 PM
25	Service off supplying companies is hard to get	4/20/2020 2:25 PM
26	Face to face contact with clients	4/20/2020 12:54 PM
27	Some minor supply chain issues.	4/20/2020 11:20 AM
28	Our funders continue to fund, but have less advertising on radio and no income from the thrift store on which we depend for funder shortfall	4/20/2020 10:54 AM
29	Cash flow	4/20/2020 10:50 AM
30	loss of work, increased expense for ongoing work	4/20/2020 10:41 AM
31	Fear constant fear of getting it	4/20/2020 10:12 AM
32	closed to public; working with half staff - but paying for full time; layoff of 15% of staff; strict COVID-19 work protocol enforced with staff on site; work from home where applicable, but not many are able to do that	4/20/2020 9:39 AM
33	not sure how to plan for the future what the new normal will be in terms of sales volume how sales will continue to be done	4/20/2020 9:15 AM
34	isolation at home -	4/20/2020 8:41 AM
35	We have two transportation sections. We have laid off our USA drivers as our US customers have slowed production however we have been able to hire part time dump truck drivers even though the aggregate/construction work is off and on.	4/18/2020 4:39 PM
36	We have two transportation sections. We have laid off our USA drivers as our US customers have slowed production however we have been able to hire part time dump truck drivers even though the aggregate/construction work is off and on.	4/18/2020 4:39 PM
37	Closed beaches and camp grounds has a direct impact on traffic flow. I expect very low revenue ...which may lead to layoffs and possibly closing the business	4/18/2020 12:40 PM
38	inability to perform services to most vulnerable and direct them to supports as the federal crisis line is operating on none supportive hours (daytime only) and resources	4/18/2020 12:01 PM
39	No support from service canada	4/18/2020 9:21 AM
40	Can't be good for mental health to spend weeks and months only at home.	4/18/2020 1:06 AM
41	no help for small businesses that have no employees, can't get a tax free loan because I don't have employees, but i still have monthly business payments, for rental space ect,ect	4/17/2020 10:32 PM
42	Loss of income has eliminated ability to upgrade the facility	4/17/2020 11:58 AM
43	Simply devastating....years of work as an entrepreneur gone in a matter of weeks	4/17/2020 11:51 AM
44	Only been operating since mid February as part time. My day job has now reduced to less than 12hrs/wk and the business barely started generating revenue when the shut downs began, now haven't made a sale in over a month.	4/17/2020 10:37 AM
45	sub contractors off work, unclear expectations re:government funding for our industry, trouble with financial planning for the year, and paying off existing business debt, large impact on clients/families with many not easily able to access online service delivery model	4/17/2020 9:55 AM

46	Revenue is down by about half. Having to manage cash flow very carefully by deferring payments as much as possible.	4/17/2020 9:01 AM
47	Unable to host farm workshops, which were a huge source of revenue.	4/17/2020 8:26 AM
48	We are a non for profit for 28 yrs. we are a karate club for all ages. We do not keep a big bank account as all fees go towards rent and utilities and equipment for the students. We don't know how we can go on as we still have to pay rent n utilities. We don't wanna do the \$40000 loan as we don't know how the business will do after this is over. We can't afford to go into debt as we may have to close down if students do not come back.	4/17/2020 7:51 AM
49	.	4/17/2020 7:48 AM
50	Trying to figure out how to increase my client base. I'm a work from home bookkeeper, with an in person approach. Many of my clients have been shut down and no longer need my services at this time.	4/17/2020 7:32 AM
51	Municipality has sold building housing costumes but we are now not allowed to meet to organize and move equipment. Had to cancel current production.	4/17/2020 12:03 AM
52	None	4/16/2020 11:31 PM
53	Not too much as of yet as we do a lot of new home construction but expecting we will in a few weeks	4/16/2020 10:25 PM
54	Reduced future earnings	4/16/2020 9:32 PM
55	My customers are slowing down (all truck drivers) so they are reluctant to spend extra money servicing their truck/trailer.	4/16/2020 8:36 PM
56	Loss of business	4/16/2020 5:23 PM
57	Our adult (18-24) children are home now dependent on us. Laid off or unable to work.	4/16/2020 4:51 PM
58	Need more workers, need money to modify workplace to be covid 19 safe	4/16/2020 4:37 PM
59	Getting supplies for clients is difficult. Clients cancelling at the last minute.	4/16/2020 3:42 PM
60	We are consistently overlooked in the planning and implementation process. It would be great to have our skills and population looked to for answers and input and remain informed.	4/16/2020 3:38 PM
61	The store was my only income.	4/16/2020 3:24 PM
62	since we're a service based industry, and (pre loan) couldn't spare money to diversify. we have reached out to a local shirt printer and are planning on doing some shirt's and other small merch. and will be opening up a eCommerce and we're thinking of connecting with other small businesses and collaborate.	4/16/2020 2:35 PM
63	all mentioned above.	4/16/2020 1:55 PM
64	We are a grocery store in Rodney. We have lost 5 employees because they refuse to work. The others are picking up the slack but its stressed. We have employees who we need to work and want to but they can;t get childcare. We have moved to curbside pick up and delivery but its a zoo and very stressful We are going back to instore shopping because we can;t handle it. We have lost a lot of business.	4/16/2020 1:48 PM
65	Cash flow gone, expenses still here! I teach riding lessons with a monthly income of 13k. The horses that I use still need feed, vet and farrier care . These horses pay for themselves when lessons are able to be done but still require same amt of care with no income, they r not like a soccer ball you store in the garage when not using.	4/16/2020 1:12 PM
66	No sales	4/16/2020 12:51 PM
67	The biggest impact is laying off staff for their own health and safety	4/16/2020 11:56 AM

68	I am a single female 65 years old. I receive both pensions from the Gov't. I still pay into the CPP. I work 50-60 hours weekly. I rely on the income from both the pensions and wages to survive. There isn't anything in place to help me personally to replace any help for lost wages. I have applied to the Gov't interest free loan for the business. Is there anything to help me personally coning??? Mortgage payment is a issue as well right now. I have zero to minimum sales at this time.	4/16/2020 11:55 AM
69	Cancellation of all performances, concerts, workshops	4/16/2020 11:29 AM
70	New tenants backing out of lease. Retail tenants paying part rent or none. One Recent tenant does not fit into the assistance program because 2019 sales were late in the year and not sufficient to qualify. She may close her business.	4/16/2020 11:20 AM
71	Zero income as we are closed	4/16/2020 11:16 AM
72	Loss of product Loss of employees Loss of money Possibly loosing business	4/16/2020 11:14 AM
73	The uncertainty of not being prepared for the impact after things start going back to normal.	4/16/2020 11:10 AM
74	Farm gate sales near zero. Difficulty delivering product to retail outlets. Extra costs involved in making home deliveries. Farmer markets are a large part of sales. They are all closed so zero sales. Made more bulk sales to larger processor but at significantly lower price.	4/16/2020 11:10 AM
75	None	4/16/2020 10:56 AM
76	Customers continue to cancel events in to Aug	4/16/2020 10:51 AM
77	Currently unable to do required preparation work .If we lose the window of opportunity to do so it will make running of a summer business impossible.	4/16/2020 10:20 AM
78	Disappointment in lack of response from insurance industry Very disappointed in banks for how they are handling mortgage payments that have been deferred Money grab by big banks	4/16/2020 10:13 AM
79	Rent, utilities, software cost, insurance and everything else still needs to be paid. I do not want he government sending money to everyone in excess, but \$2000 a month covers basically just my expenses. How am I to buy food for my children? I would rather see the gov cover rent and mortgage payments for building owners instead of sending out more money to everyone.	4/16/2020 9:58 AM
80	Added expense to properly protect employees. Less efficient due to precautions but we know that can't be avoided.	4/16/2020 9:37 AM
81	many people afraid	4/16/2020 9:18 AM
82	Financial, emotional, depression, anxiety	4/16/2020 9:17 AM
83	Disappointment/uncertainty	4/16/2020 9:14 AM
84	Uncertain summer programming. Hard to plan.	4/16/2020 9:05 AM
85	All of our events have been cancelled up until August 1st. Some fall events are asking to postpone until 2021	4/16/2020 9:04 AM
86	substantial loss of revenue without corresponding reduction in expenses	4/16/2020 8:24 AM
87	We are rather fortunate. We are seeing an increase in demand for our products as a local farm. The challenge is we aren't sure how we will manage this demand effectively while ensuring social distancing and safety of our family.	4/15/2020 11:16 PM
88	We are extremely dependant on transient tourist travel. In 2018 we opened in March to a detour around a downed Port Bruce bridge, and now this! We are unable to sell wine into LCBO sanctioned retail locations due to our size, and the tax they charge to a supplier. We sell only retail off the property on Jamestown Line. This has devastated Rush Creek Wines.	4/15/2020 10:30 PM
89	Loss of clientele	4/15/2020 10:12 PM

90	-Increased workload on minimal staff -Postponing of wedding orders which will affect cash flow into 2022. -farmers market not opening as usual was a major sales outlet for us -amazing support, encouragement and gratitude from the community for the work we are doing	4/15/2020 10:10 PM
91	I used to open my store on Saturdays only. The remainder of the week was working 3 to 4 part time shifts at the local grocery store. One day devoted to picking up items for retail. Now my store is closed, except for special appointments and I am working more shifts at the grocery store. I am not picking up inventory because it is located in the GTA.	4/15/2020 9:18 PM
92	Cultural Manager hours reduced to 7/week. Cash flow is a problem. Planned events are being cancelled. Trying to think up ideas for online donations.	4/15/2020 9:07 PM
93	We have been canceling future school tours. We stopped all capital investments, and are losing normal sales in our retail honey shop.	4/15/2020 8:18 PM
94	I need to do some repairs on B&B but with no revenue I can't do them.	4/15/2020 8:02 PM
95	With not being open to the public being a home decor retail store our sales have severely decreased and it is beginning to become very overwhelming with all our Bill's still coming in no assistance has been made toward them but without the sales it is going to be hard to continue to stay open	4/15/2020 7:50 PM
96	Hard to advertize to locals as alot dont have fb or instagram. The local news papers are infact price gouging and always have been.	4/15/2020 7:40 PM
97	I am a new business owner and am already invested into two brand new businesses in Port Stanley. Unfortunately, I do not have a financial history as I was set to open one business in March and the other in April. This disqualifies me for the government interest free loan. What we need is rent relief to help with accumulating debt. Port Stanley depends on tourism and warm months. Rather than discourage businesses from staying in town, something needs to encourage businesses to stay.	4/15/2020 7:39 PM
98	Fear of permanent closure	4/15/2020 7:34 PM
99	Due too Automotive plant closures and pushed back new model launches will experience reduced work load in the coming months	4/15/2020 4:27 PM
100	slow supply chain	4/15/2020 3:57 PM
101	My retail and office tenants have lost the ability to operate the business. Two new tenants that were supposed to start I've canceled. One business in my building doesn't qualify for the assistance because it was relatively new and didn't meet the financial requirements. Some small business is falling through the cracks.	4/15/2020 3:06 PM
102	Allow for small business owners to withdraw personal RRSP's tax free	4/15/2020 3:03 PM
103	I have to credit people for programming that could not run which means when I finally am able to run, I will get \$0 for 6-8 weeks when I first start up.	4/15/2020 2:55 PM
104	It is actually the blessing in disguise that the bridge is restructured now. The quicker it is done the better. We are not open at all for accommodation which is what paid the bills.	4/15/2020 2:50 PM
105	POOR internet at home leading to lack of productivity for work also lack of childcare or school leading to employees not being available unclear directives from our regulatory college leading to concerns about provision of services	4/15/2020 2:23 PM

106	We are a travel agency. Our clients are our utmost concern and we have been able to get most home from abroad. At this point, I am still employing my 7 full time staff, as working diligently to get future travel plans cancelled and insurance claims processed. I am trusting that the 75% wage subsidy will apply to my business, but patiently awaiting how and when to apply. We are eating through \$10,000's in payroll, rent and overhead. My staff's mental health is a concern as most clients are not getting refunds from the airlines or tour companies and the insurance providers are not paying claims suggesting that clients are not at a financial impact, because being offered future travel credits. Many clients are elderly and may not be able to travel in the future. The biggest impact is not knowing when travel abroad will be safe again to counsel clients and rebook those that have credits, and trusting we can hang on financially to assist. I have owned this reputable business for 33 years and support 7 other families.	4/15/2020 1:25 PM
107	We are closed temporarily. We are working with clients over the phone or by video. This is certainly not business as usual.	4/14/2020 10:43 PM
108	Internet is very slow because of too many people on it or other reasons. Need stronger service.	4/14/2020 10:11 PM
109	Not being able to sell product/crops that had been planted before March 15	4/14/2020 9:25 PM
110	Fixed costs are accumulating while we wait (weeks) for government subsidies and loans.	4/14/2020 8:56 PM
111	Closed	4/14/2020 8:46 PM
112	Closed	4/14/2020 8:46 PM
113	No income	4/14/2020 7:25 PM
114	We will suffer huge financial losses or closure if this moratorium lasts more than 2 months	4/14/2020 7:11 PM
115	Currently closed. Not sure if reopening is worth it as the demographics and market have completely changed. Would I have enough customers? (Food business)	4/14/2020 6:11 PM
116	Due to the act or restrictions I cannot rent any rooms short term as a bed-and-breakfast that is the spirit of my business that is completely being affected 100%	4/14/2020 6:02 PM
117	Waiting list with unknown start back date	4/14/2020 5:54 PM
118	Total loss of income to support closure order by Government. Ongoing monthly expenses and inability to access Financial supports available for business currently.	4/14/2020 5:43 PM
119	Doing more it work remotely.	4/14/2020 4:53 PM
120	Loss of income Loss of purpose Exhausted due to mental stress	4/14/2020 4:52 PM

Q13 Please share (if any) the creative ways your business has responded to
COVID-19?

Answered: 95 Skipped: 83

#	RESPONSES	DATE
1	Cut fixed overhead costs by relocating warehousing to a more affordable facility without impacting operations.	5/1/2020 8:54 AM
2	None just waiting for reopening	4/29/2020 4:19 PM
3	Social Distancing pay close attention for employees if any symptoms occur. i am happy to say. up to this moment we've had no symptoms to announce.	4/29/2020 3:16 PM
4	Physical distancing / Employee awareness.	4/29/2020 2:32 PM
5	Working much longer hours to meet demand Bringing in additional remote help from other municipalities Working at night to get better internet connectivity, internet is very slow during the day	4/28/2020 11:48 AM
6	Not realistic to open we will not make enough money. Any smart person can figure out that if you are not fully open an operating you are losing money!!!!	4/27/2020 2:09 PM
7	Closed	4/25/2020 8:53 PM
8	there is none	4/24/2020 10:04 AM
9	Doing more on social media and offering curbside pickup and delivery	4/21/2020 8:00 PM
10	Loss of major business accounts due to pandemic.	4/21/2020 7:44 PM
11	N/a	4/21/2020 6:22 PM
12	We now offer TeleHealth/Virtual appts	4/21/2020 3:09 PM
13	Always asking what the most important thing we could be doing... today.	4/21/2020 1:44 PM
14	Ranger Em (our community outreach technician) is providing on-line learning experiences to engage the public.	4/21/2020 10:57 AM
15	Delivery and special promos	4/20/2020 10:49 PM
16	None	4/20/2020 10:36 PM
17	None	4/20/2020 2:25 PM
18	Technology	4/20/2020 12:54 PM
19	Held regular staff meetings to keep up with changes and give staff a chance to give feed back about their work place safety. We also implemented a sanitization process to keep customers and staff safe.	4/20/2020 11:20 AM
20	Laid some people off, some employees have "donated" a month, working from home, volunteers and staff checking on clients and former volunteers by telephone, zoom meetings	4/20/2020 10:54 AM
21	na	4/20/2020 10:50 AM
22	Connecting community members who can make medical support devices, providing PLA to 3D printers for assistive device creation, offering design support to groups inventing new supportive devices, and donating computers to students in need of a home computer.	4/20/2020 10:48 AM
23	...	4/20/2020 10:41 AM
24	Updated items in web site On line specials One person doing it all	4/20/2020 10:12 AM
25	virtual test drive remote selling	4/20/2020 9:15 AM
26	nil	4/20/2020 8:41 AM

27	Continuing to reach out to construction business in hope of finding dump truck work and offering more shunt work for customers with our commercial transport side. Diversifying somewhat.	4/18/2020 4:39 PM
28	Continuing to reach out to construction business in hope of finding dump truck work and offering more shunt work for customers with our commercial transport side. Diversifying somewhat.	4/18/2020 4:39 PM
29	Take away only has forced us to be very creative. One example is using a hockey stick to support the debit machine to ensure staff has no contact with customers	4/18/2020 12:40 PM
30	using creative means and forging new collaborative efforts to support minor age victims of human trafficking housing, transportation, mental health supports and training of service providers too	4/18/2020 12:01 PM
31	By creating diy cookie kits - these have not only brought in significant cash flow during this time, but have also allowed us to interact with our customers more (we created a tutorial video on how to decorate the cookies and encouraged them to share photos/videos with us of them using the kits. We have received a lot of positive feedback with these kits!	4/18/2020 11:41 AM
32	I own a day spa all my services are hands on all I can do is try and sell product that I already have in stock but everyone is tight for money not everyone has the funds available	4/17/2020 10:32 PM
33	Sharing contributing artist's work on social media to maintain a presence	4/17/2020 12:47 PM
34	In the process of taking the business online, which I wasn't planning to do (or budgeted for) for at least 6-12 months	4/17/2020 10:37 AM
35	utilizing online service delivery and meetings for some families; sharing free resources for clients and the community	4/17/2020 9:55 AM
36	Increased online sales and home delivery.	4/17/2020 9:01 AM
37	Offering contactless deliveries	4/17/2020 8:26 AM
38	.	4/17/2020 7:48 AM
39	Stymied at the moment.	4/17/2020 12:03 AM
40	None	4/16/2020 11:31 PM
41	Notified public and customers of our changes as a business. Employees take separate vehicles to work instead of car pooling. Virtual estimates instead of home visits	4/16/2020 10:25 PM
42	Using virtual tools for meetings, electronic signatures	4/16/2020 9:32 PM
43	We would be able to continue to build as safely as any residential building project	4/16/2020 5:23 PM
44	Been sorting out other issues. No time to do...husband needs computer for work.	4/16/2020 4:51 PM
45	High school students working because migrant workers are not here yet.	4/16/2020 4:37 PM
46	Looked to the community for donations more frequently. We have also assessed the gaps and increased the amount of food given out	4/16/2020 3:38 PM
47	Offering curbside pick up and delivery . But its so much work for far less income. We can;t keep it up.	4/16/2020 1:48 PM
48	We were a summer/fall only store. We were about to open up for easter weekend but obviously can not. We might have to go online which is a huge task and expense. Also considering delivery options.	4/16/2020 1:36 PM
49	Shut down	4/16/2020 12:51 PM
50	Offering items we do not Normally have on the menu. Switching to delivery only service and all orders going through our online store.	4/16/2020 11:56 AM

51	We are a Day Spa. We have to be fully closed as we are a hands on Business. I am spending hours reaching out to clients to erasure them that we will reopen. It will never ever be the same and I recognize that. I do sell some retail but that is a very small part of this industry. Many days my sales are zero. I have been self employed continually since 1976 I have weathered many storms due to recessions and other situations in the work place.. This is the first time I have reached out for Help. I hope I am heard. Kathy	4/16/2020 11:55 AM
52	I am posting on my work Facebook page for all the local businesses that have reinvented their way of operation, porch and parking lot pick ups, delivery, etc I am closed and will remain closed as I am on Stelara and have compromised immune system and cannot return until dr approves.	4/16/2020 11:49 AM
53	Flexibility in rent pay,rents. Postpone new leases. Let people out of leases. Let existing tenants use their month on deposit as one month rent. I Possibly May take a loss of rent from tenants to help them survive.	4/16/2020 11:20 AM
54	N/A - No trains, No income.	4/16/2020 11:16 AM
55	Can't afford to be too creative. .	4/16/2020 11:10 AM
56	None	4/16/2020 10:56 AM
57	Not much of a pivot option at this time	4/16/2020 10:51 AM
58	Increased our mail order part of business Increased number of products on our web site Able to donate fudge / masks to local hospital.	4/16/2020 10:13 AM
59	Because we are tourism and restaurant, there's not much we can do to make a pivot.	4/16/2020 9:47 AM
60	Working on being prepared to open, renovations and revamping	4/16/2020 9:17 AM
61	Make witty jokes and puns	4/16/2020 9:05 AM
62	Delivery, online classes	4/16/2020 9:04 AM
63	Papa Joe's Pizzeria. Have filled this out for Springfield location. Sparta and Port Stanley are holding, but Springfield is floundering.	4/16/2020 8:40 AM
64	initiated some on-line activity but ultimately, contact with others was needed, and thus ceased	4/16/2020 8:24 AM
65	We tried doing take out but it wasn't working. Now helping with meals on wheels	4/16/2020 7:56 AM
66	We are working on being ready for our busy spring season by creating a "drive thru farm".... details still being solidified!	4/15/2020 11:16 PM
67	We recently invested in a website that offers e-commerce and it has been a good boost to not only sales, but moral. It is a fraction of the business that we would do on a weekend; however, if this ends within the next 30 days, or so, we should be able to get through to the other side, and a world back to normalcy.	4/15/2020 10:30 PM
68	Contactless deliveries of only locally grown flowers	4/15/2020 10:10 PM
69	I offer pick up by appointment on items that I have posted online and all customers are required to use my hand sanitizer before entering and exiting my store.	4/15/2020 9:18 PM
70	Producing blog posts almost daily with themes for each day and at the bottom is a call to action to donate online. Discussing moving some of our side services that can be done remotely to the forefront to produce revenue.	4/15/2020 9:07 PM

71	We are looking at survival for the long term (18 months) so we are freezing our business in time, everything is kept at a standstill. We will try to hang on until there is a vaccine or antiviral drug available. It is hard to financially pace ourselves since we do not know when the end of the virus risk is. We are researching other food businesses that we could pivot into so we are more diversified in essential business. We are continuing as normal with our commercial bee operation, (800-1000 hives) but the tourism side will be more difficult in the longer term. All the honey we produce is sold directly to our customers through our honey shop, and the customers are attracted to the honey shop with the adventure farm and educational tours. The beekeeping requires the tourism part to sell all the honey. We are in reasonable shape compared to many others so we are grateful and thankful to be here in Elgin county. Thanks for asking how things are!	4/15/2020 8:18 PM
72	Not responded.	4/15/2020 8:02 PM
73	We are selling online which is a struggle in itself because we aren't really setup for that but we are trying to make it work as this is the only way to get sales but it is hard to invest in the change as funds are extremely tight	4/15/2020 7:50 PM
74	We started delivery and allowing emt so as to eliminate contact	4/15/2020 7:40 PM
75	I'm conflicted. I do not offer essential items and do not want to encourage people to not stay home. However, I will soon need to result to online options.	4/15/2020 7:39 PM
76	None	4/15/2020 7:34 PM
77	turn dining and retail area into grocery and household need store	4/15/2020 3:57 PM
78	I've held back rents and paid for partial payments. I'm easing up on due dates. I'm covering all expenses. I also may use monthly deposit as a months rent for anybody who chooses to use it.	4/15/2020 3:06 PM
79	Trying to offer families ways to continue getting outside, engaging your children in physical activity.	4/15/2020 2:55 PM
80	We are doing take out from Wed. through Saturday to fill a need for the community, to continue to be a presence when some sense of stability is important & to provide some sanity for us & the staff. Hopefully we can rehire & expand our hours & days for take-out.	4/15/2020 2:50 PM
81	Nothing creative, just the same as most - no one other than employees allowed in the building.	4/15/2020 2:31 PM
82	we have moved all in person to virtual services and offering additional online training programs from in person training	4/15/2020 2:23 PM
83	As above.	4/14/2020 10:43 PM
84	Supporting manufacturing companies who are pivoting strategically	4/14/2020 10:11 PM
85	A new online store with curbside pickup	4/14/2020 9:25 PM
86	Tried to do retail delivery	4/14/2020 9:16 PM
87	We are trying to stay connected on social media.	4/14/2020 8:56 PM
88	Provided activities and materials to Inn Out If the Cold and the new drop in centre	4/14/2020 7:54 PM
89	Hand washing stations and one trade per home under construction.	4/14/2020 7:11 PM
90	Will begin online lessons/tips on offering a new food product customers can cook themselves at home.	4/14/2020 6:11 PM
91	Closed to prevent spread	4/14/2020 5:43 PM

92	Changed to virtual appointments	4/14/2020 5:33 PM
93	None	4/14/2020 4:53 PM
94	Emails	4/14/2020 4:52 PM
95	Contests to raise money for charity	4/14/2020 4:51 PM



WESTERN ONTARIO WARDENS' CAUCUS

Impacts of COVID-19 Pandemic on Businesses in Western Ontario 2.0



Table of Contents

Table of Contents 2

Summary 3

Q1: Which of the following best describes the impact of COVID-19 on your business right now?4

Q2: What measures are you likely to use/need to address the economic impact of the COVID-19?..... 5

Q3: Have you accessed government support?.....6

Q4: If yes which supports have you accessed? 7

Q5: What help do you need from your local municipal government right now? 8

Q6: Beyond what has already been announced, what do you need from the provincial and federal governments?.....9

Q7: How has your businesses responded to COVID-19?.....10

Q8: Where is your business located?11

Q9: What is the primary industry your business is part?.....12

Q10: How many employees did you have employed before COVID-19 impacted Ontario?..... 13

Q11: How many employees do you have now employed at your business as a result of COVID-19?.....14

Q12: Please explain any other impacts you are experiencing? (*omitted please see local surveys*)

Q13: Please share (if any) the creative ways your business has responded to COVID-19 (*omitted please see local surveys*)

Summary

The Impacts of COVID-19 Pandemic on Businesses 2.0 was launched on Tuesday, April 14th by the member Counties of Western Ontario. This second series of surveys determines the shift in the economy since the first series was completed and the impact on our rural economies from COVID-19.

A total of 2221 businesses completed these surveys in eleven (11) Counties in the Western Ontario region, an increase of 538 businesses.

The impact of COVID-19 on the economy of Western Ontario has been significant with 34% business temporarily closed. A small number of businesses, 2%, identified that they were permanently closed.

The number of businesses that have accessed government support is very low at 57%. Many noted in Question 6, that they do not qualify for the existing supports from the Provincial and Federal governments.

The most significant employee impacts are seen in businesses in the 5-19 employee range.

The data collected from the first two surveys will serve in developing regional recovery strategies. This information is also used in advocating for the business community in Western Ontario to both the Provincial and Federal governments. It is anticipated that there will be additional follow ups with our business community through the Member County Economic Development offices in June, as we begin to see the relaxation of restrictions and the opening of our economy.

Appreciation is extended to Perth County Economic Development & Tourism, for creating both surveys and sharing them with the region.

Survey Notes

Counties that participated in the survey include;

Brant	Elgin	Middlesex	Norfolk
Oxford	Dufferin	Grey	Lambton
Perth	Simcoe	Wellington	

In addition, the Windsor-Essex Economic Development Corporation has completed extensive survey work. The results of their survey work can be found here; choosewindsorsex.com/.

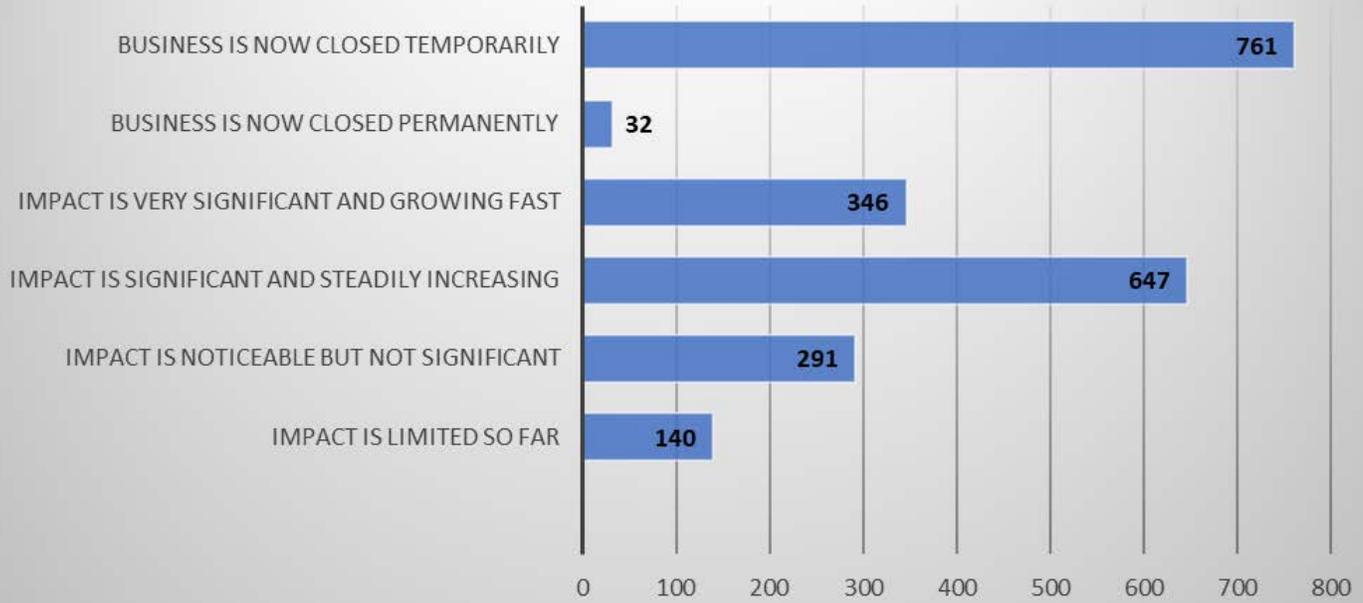
Of note, 29% of Windsor-Essex businesses have laid off employees, 47% have closed temporarily and 2% have closed permanently.

Similarly, Chatham-Kent has also conducted significant out reach with their business community in gathering the economic impact in the County. The actions being undertaken in Chatham-Kent can be found here; www.chatham-kent.ca/EconomicDevelopment/home

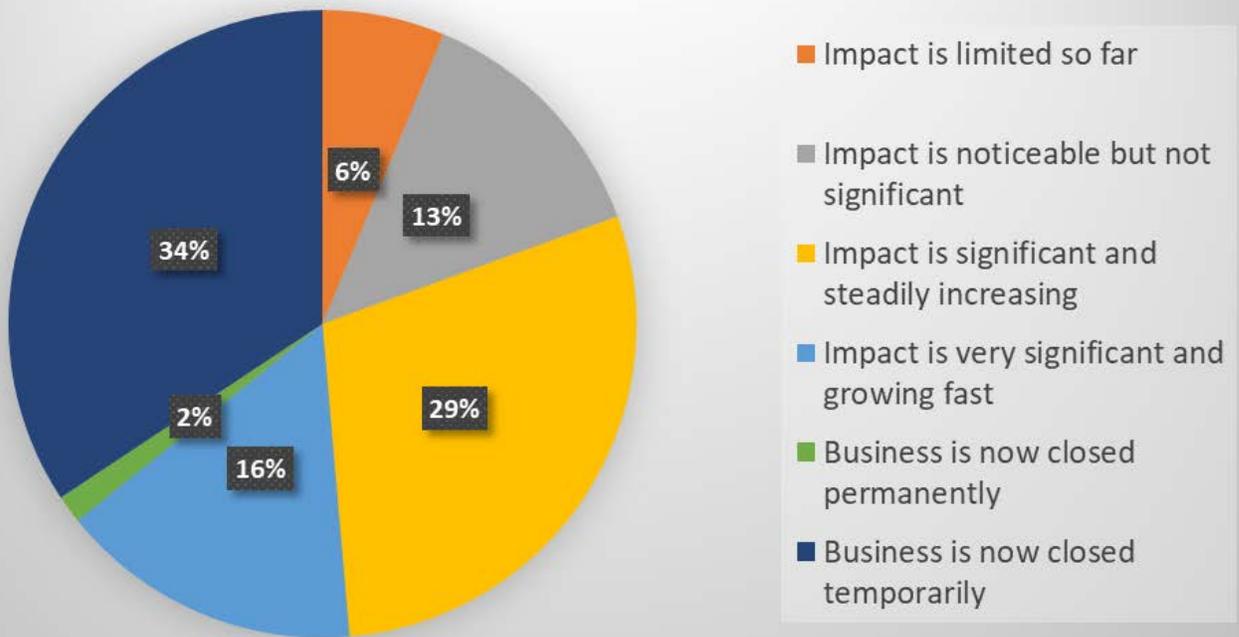
Similarly, Bruce County launched a survey from March 26 – May 11, the survey received 316 responses from local business owners. The survey responses demonstrated an overwhelming need for financial support in order to manage the impacts of the pandemic on business operations. For more information about the survey results visit www.brucecounty.on.ca/economictaskforce.

Question #1

Which of the following best describes the impact of COVID-19 on your business right now?

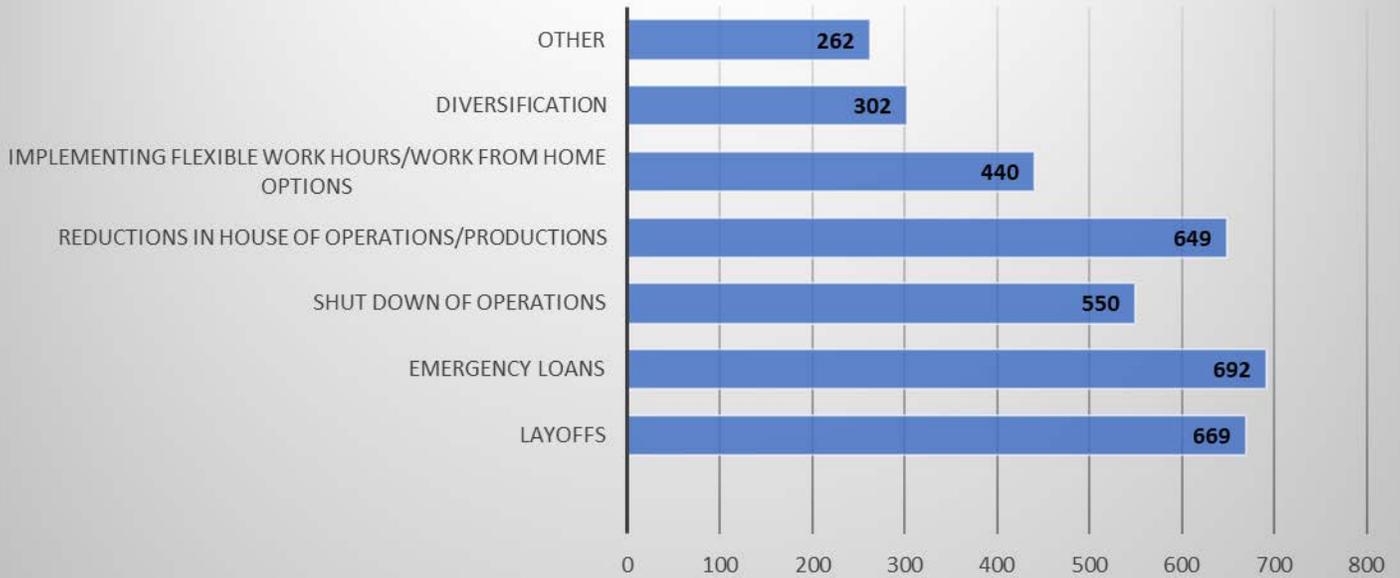


Which of the following best describes the impact of COVID-19 on your business right now?

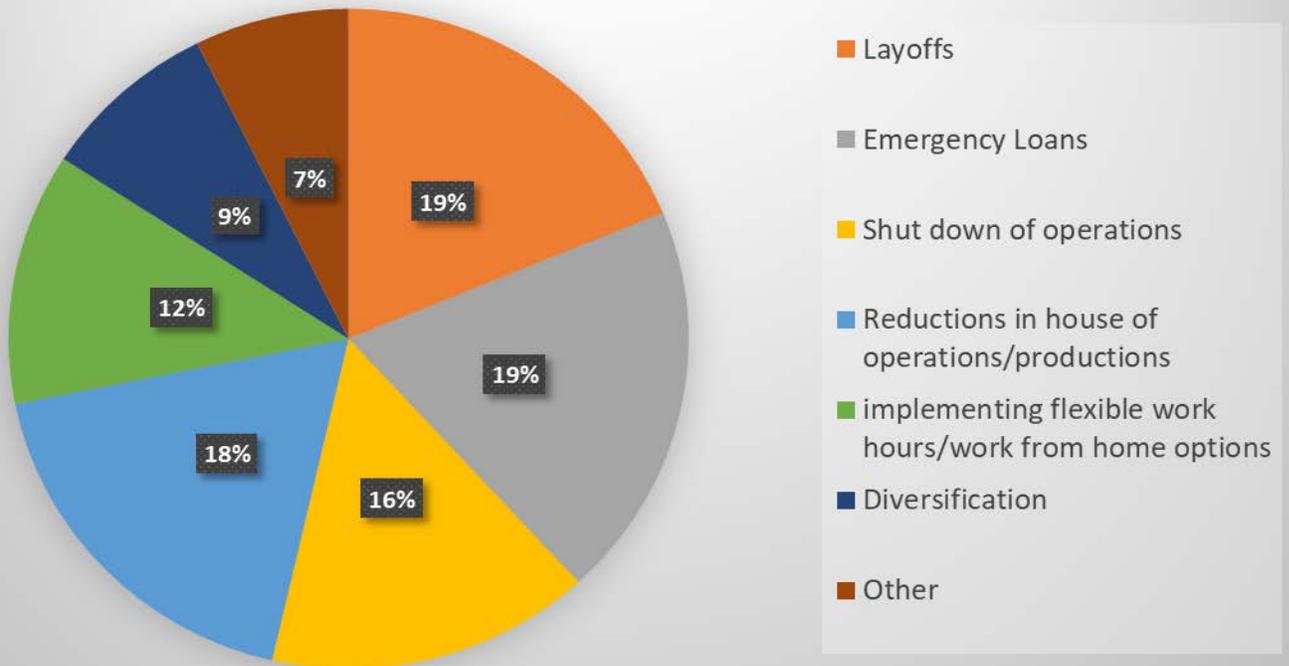


Question #2

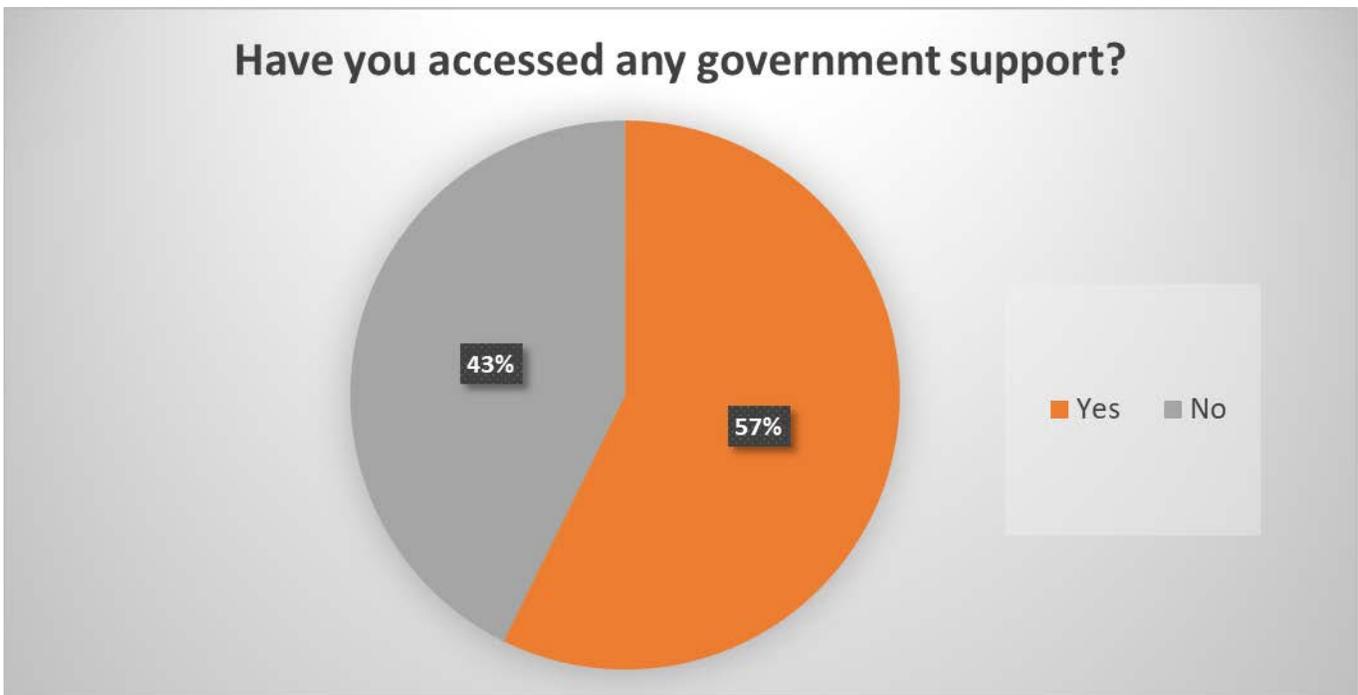
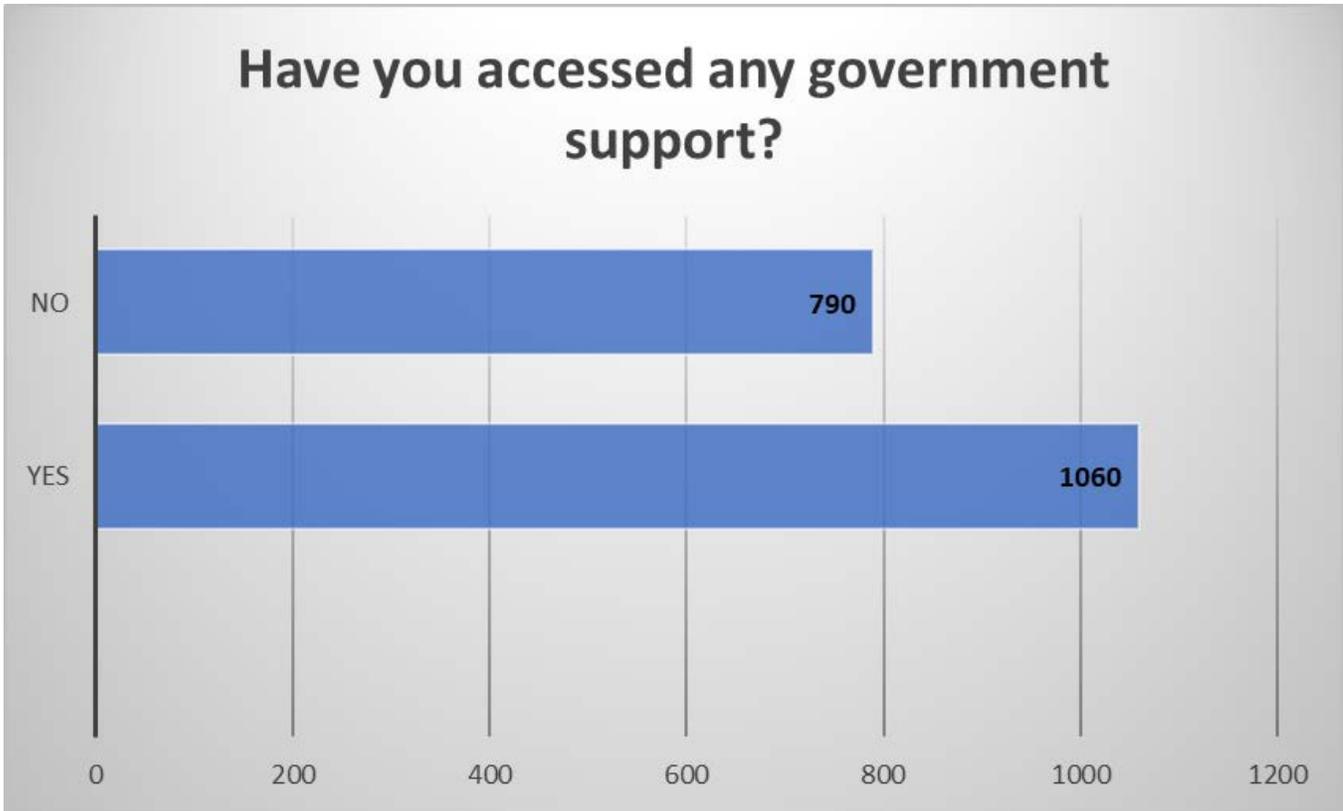
What measures are you likely to use/need to address the economic impact of COVID-19?



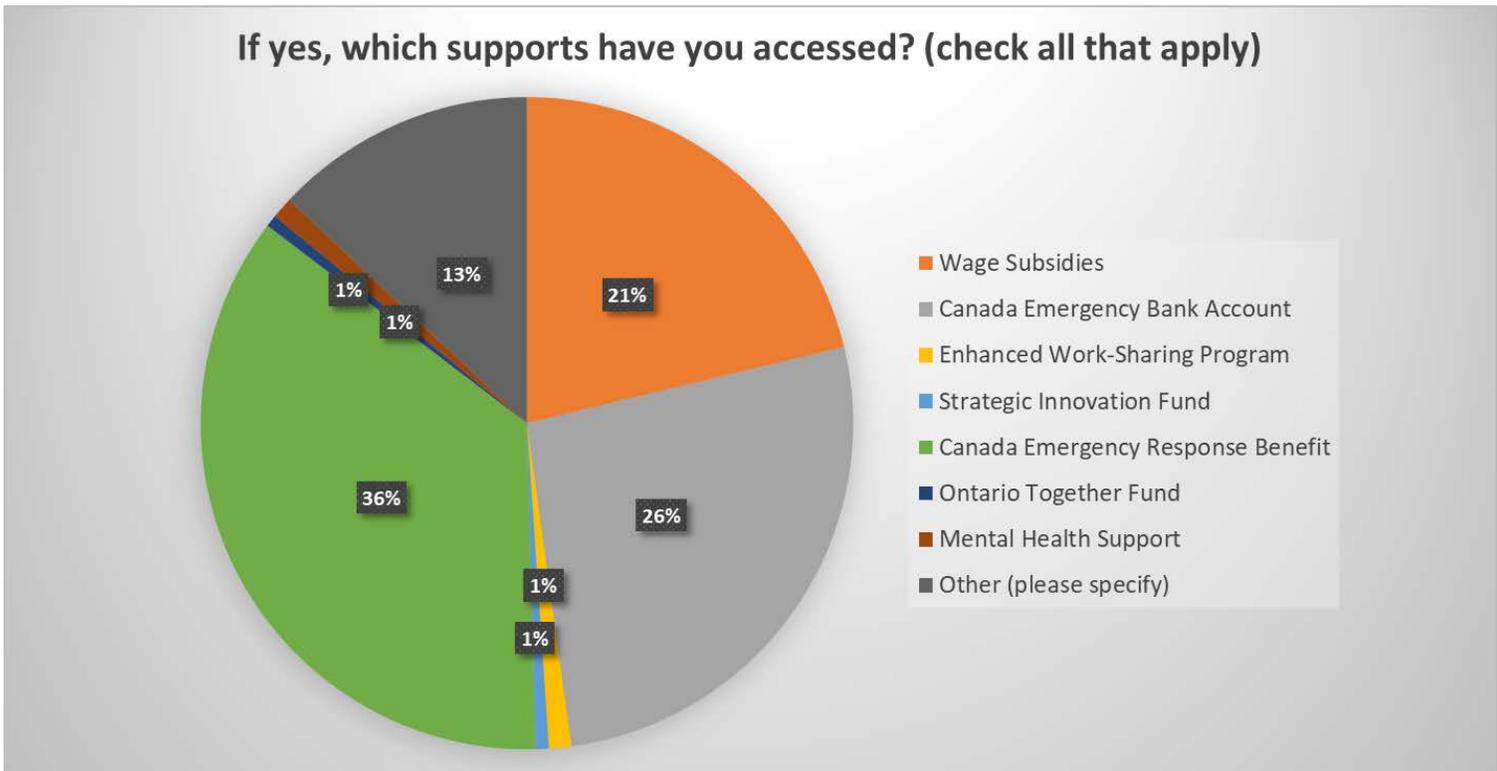
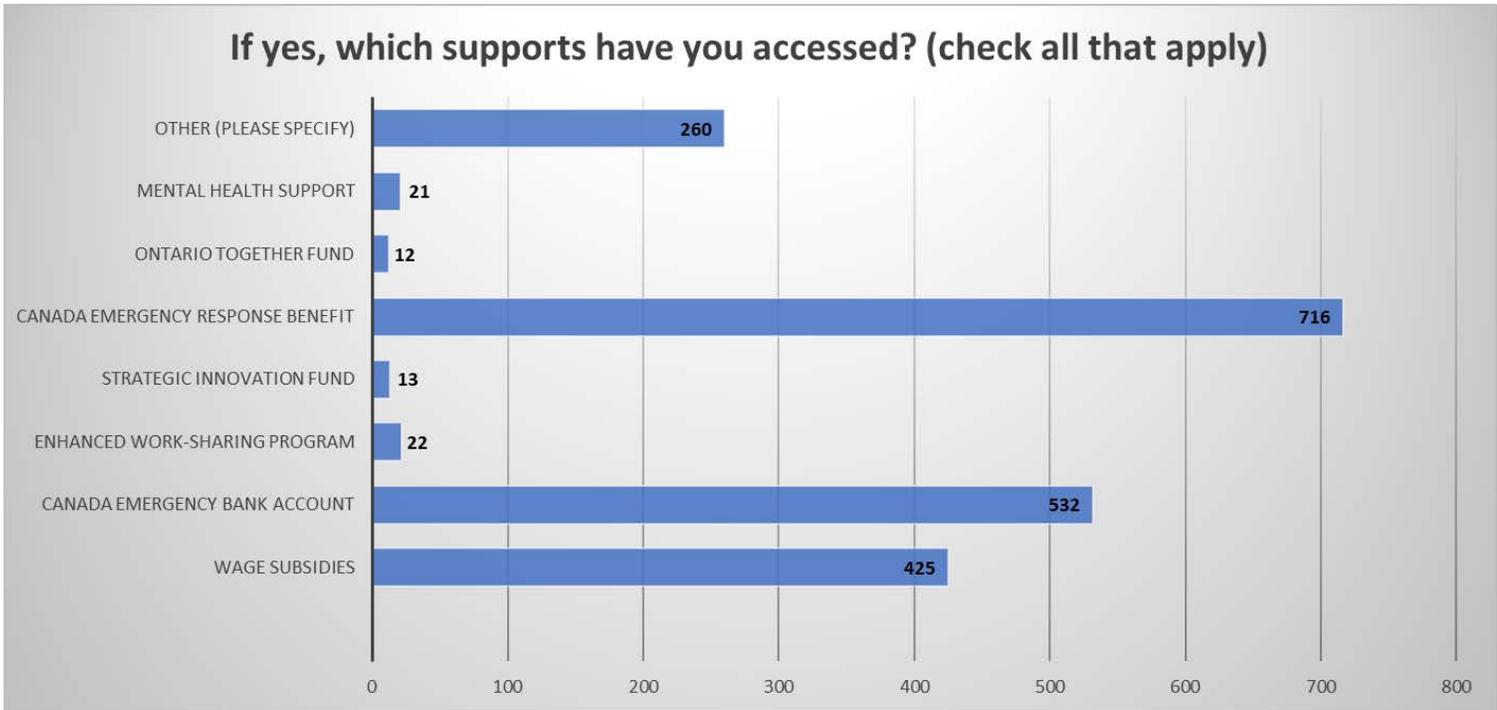
What measures are you likely to use/need to address the economic impact of COVID-19?



Question #3

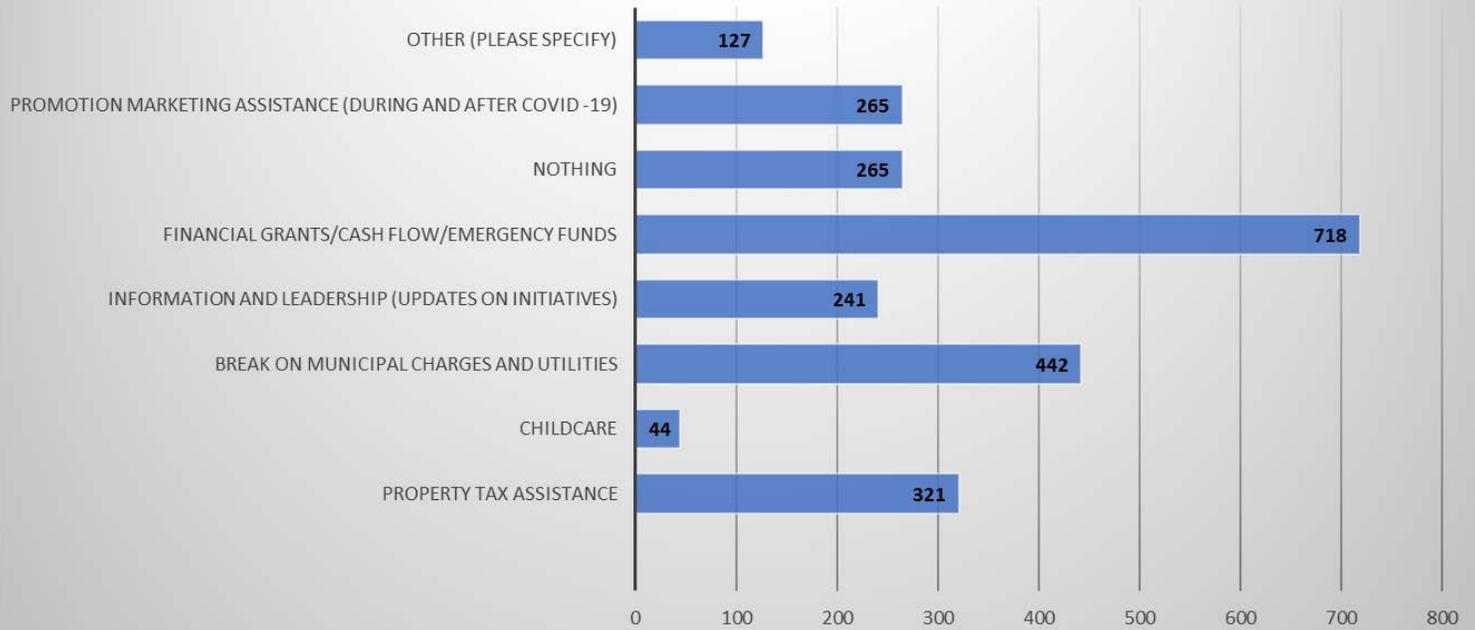


Question #4

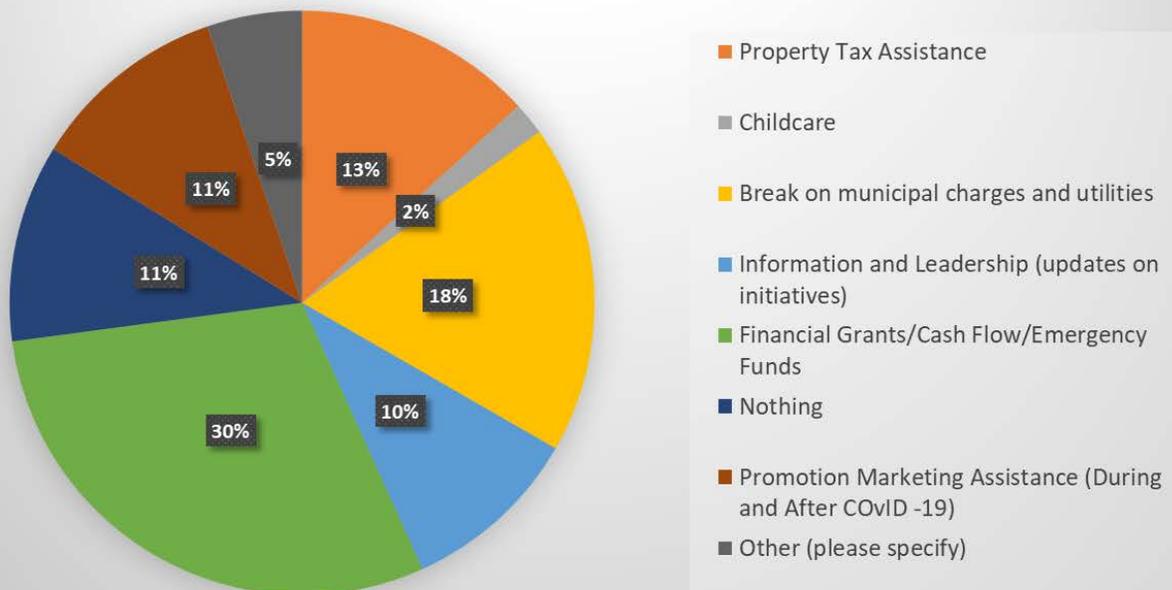


Question # 5

What do you need most from your local municipal government right now? (choose the item of greatest need)



What do you need most from your local municipal government right now? (choose the item of greatest need)



Question # 6

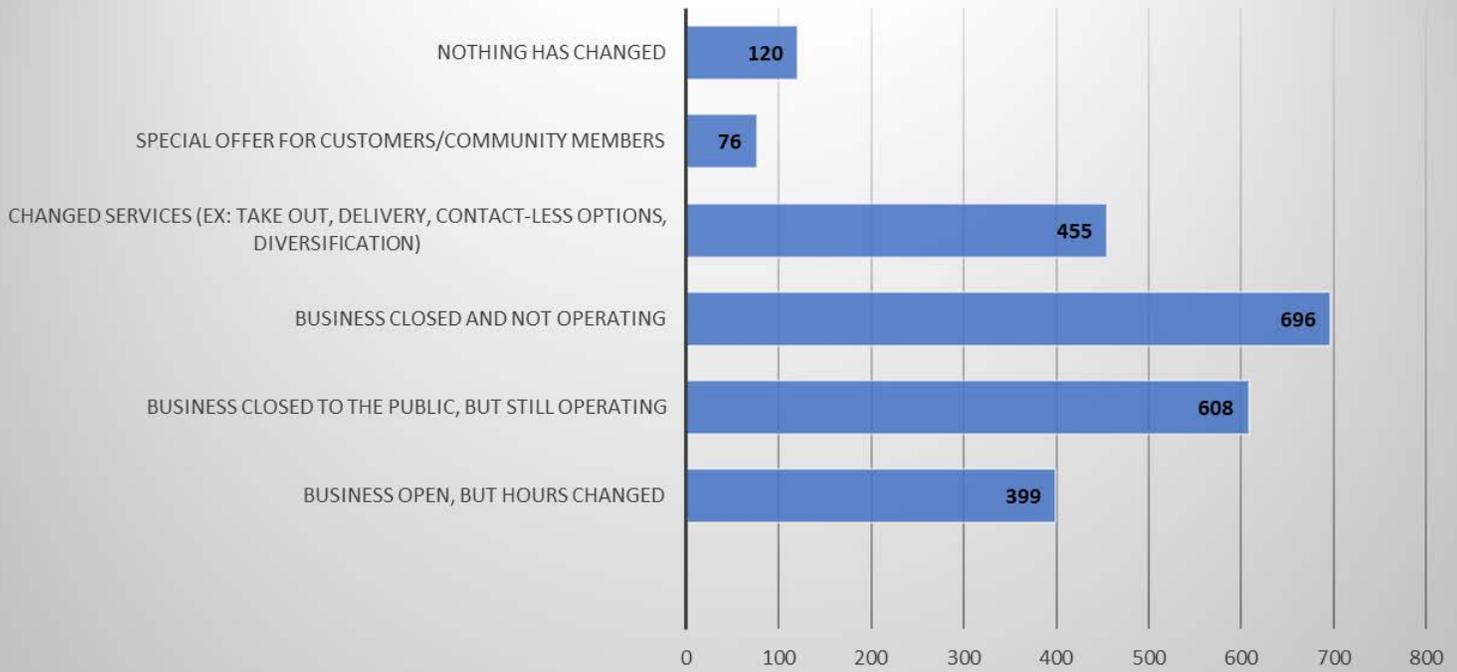
Beyond what has already been announced, what do you need from the provincial and federal governments?

This open-ended question resulted in these general themed answers;

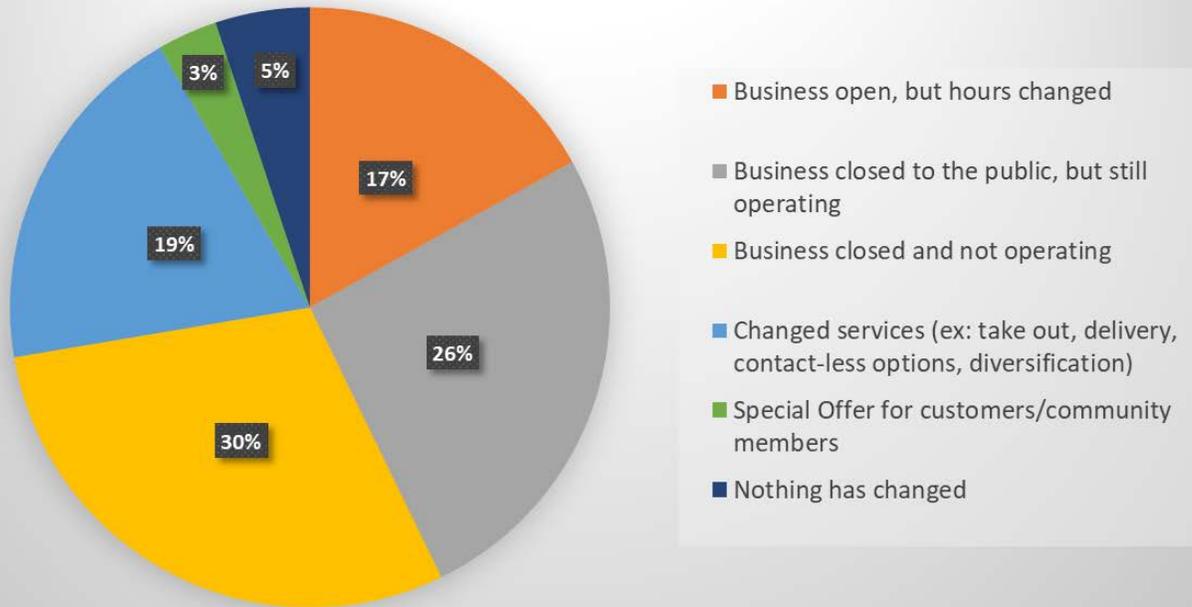
- More financial assistance or modifications to current program to be more inclusive
- More communication, improved responsiveness to inquiries, timelines for the future
- Re-Opening businesses, relaxing restrictions
- Rent Relief, Break on Utilities, Tax Breaks (Lower HST, etc.)
- Agricultural Supports
- Continue Restrictions/ More Enforcement & Rules
- Satisfied with Current Offering or unsure

Question # 7

How has your business responded to COVID-19?

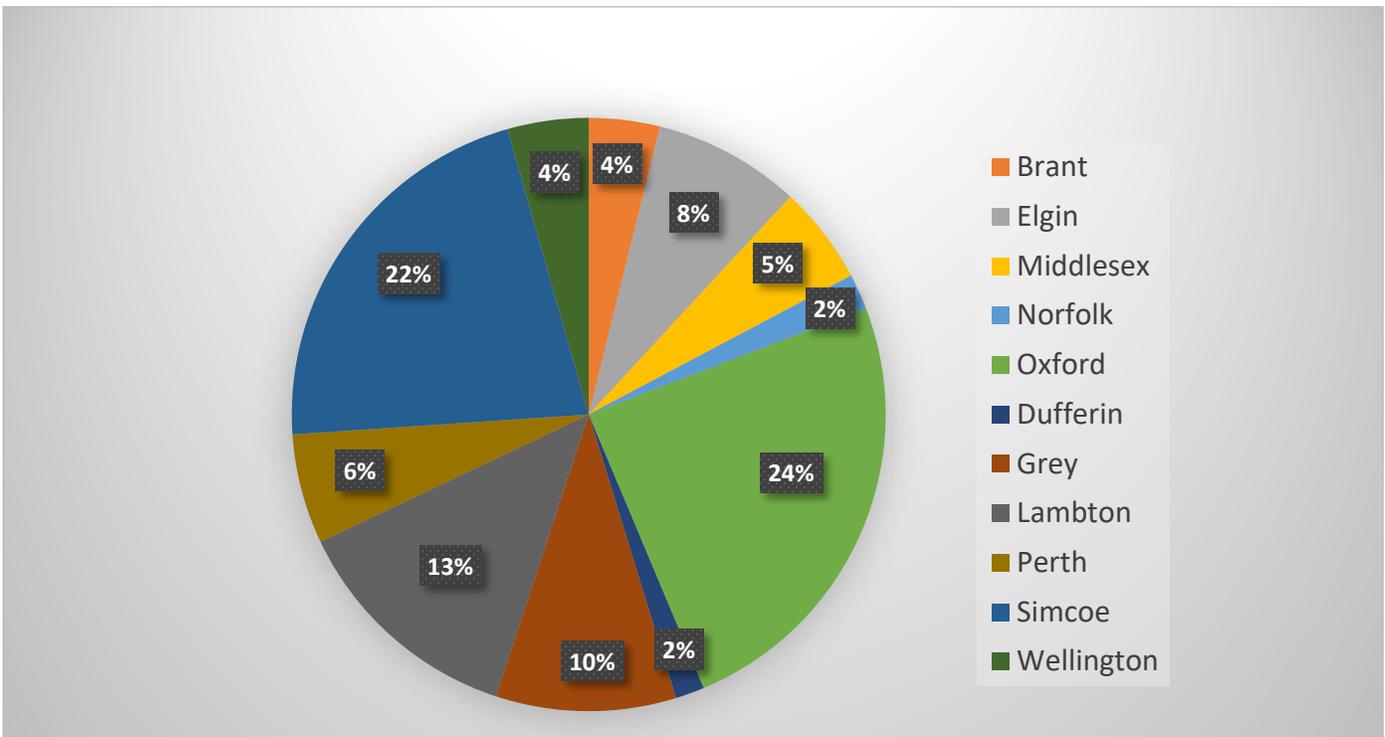
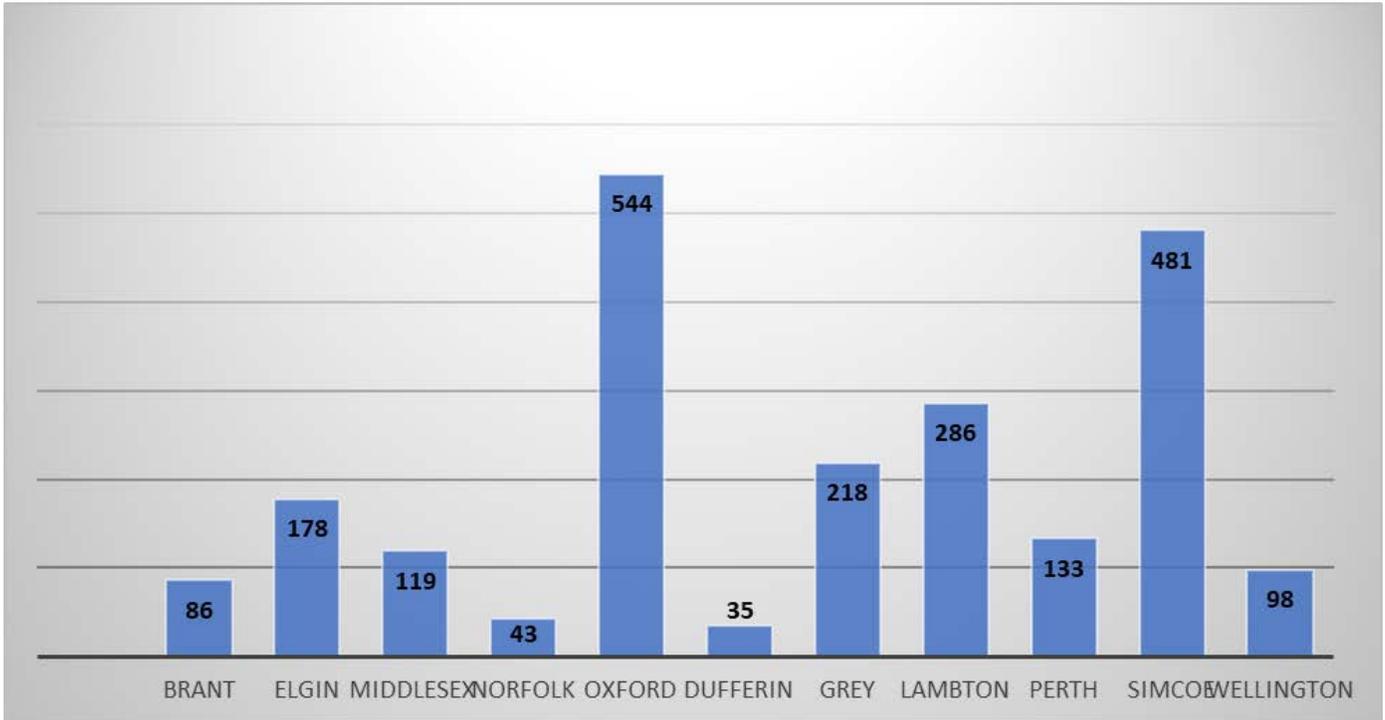


How has your business responded to COVID-19?



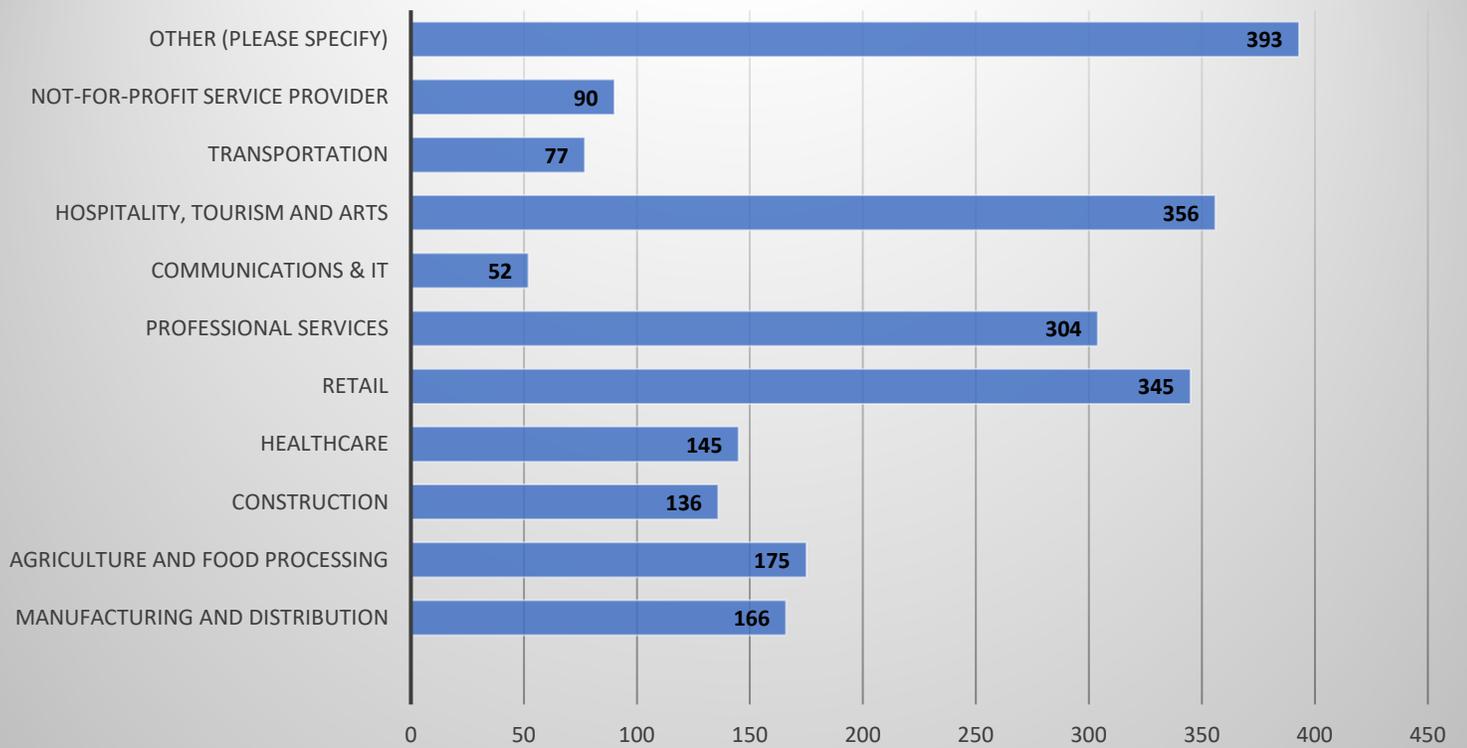
Question #8

Business Location

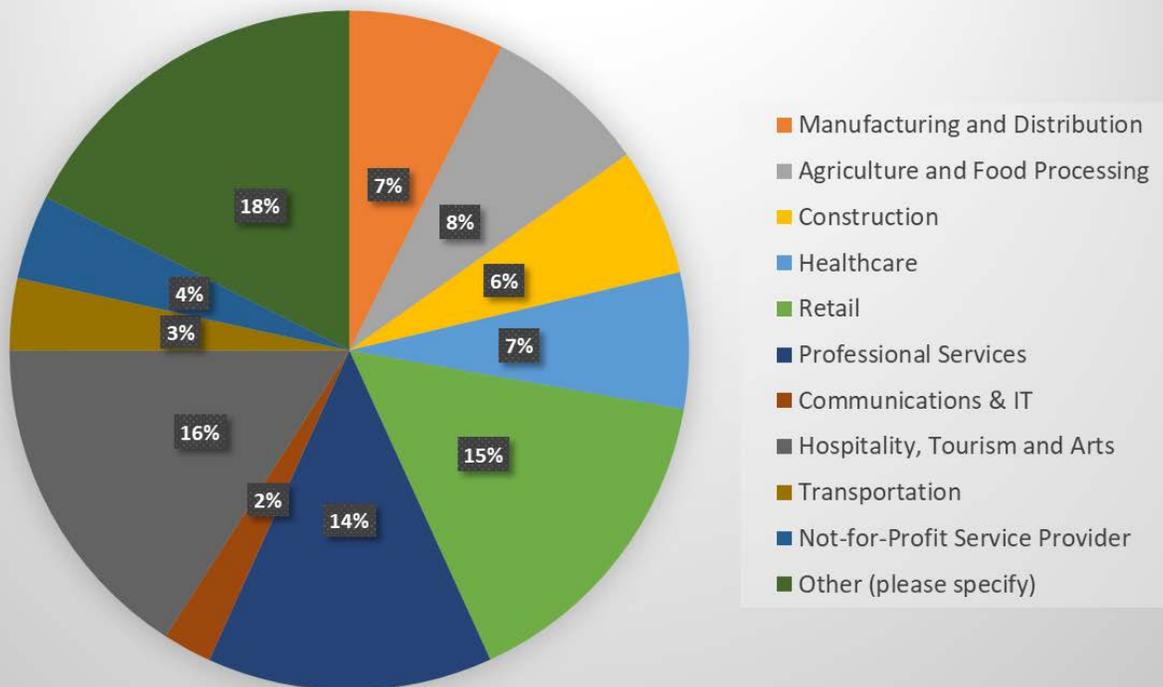


Question #9

What is the primary industry your business is part of?

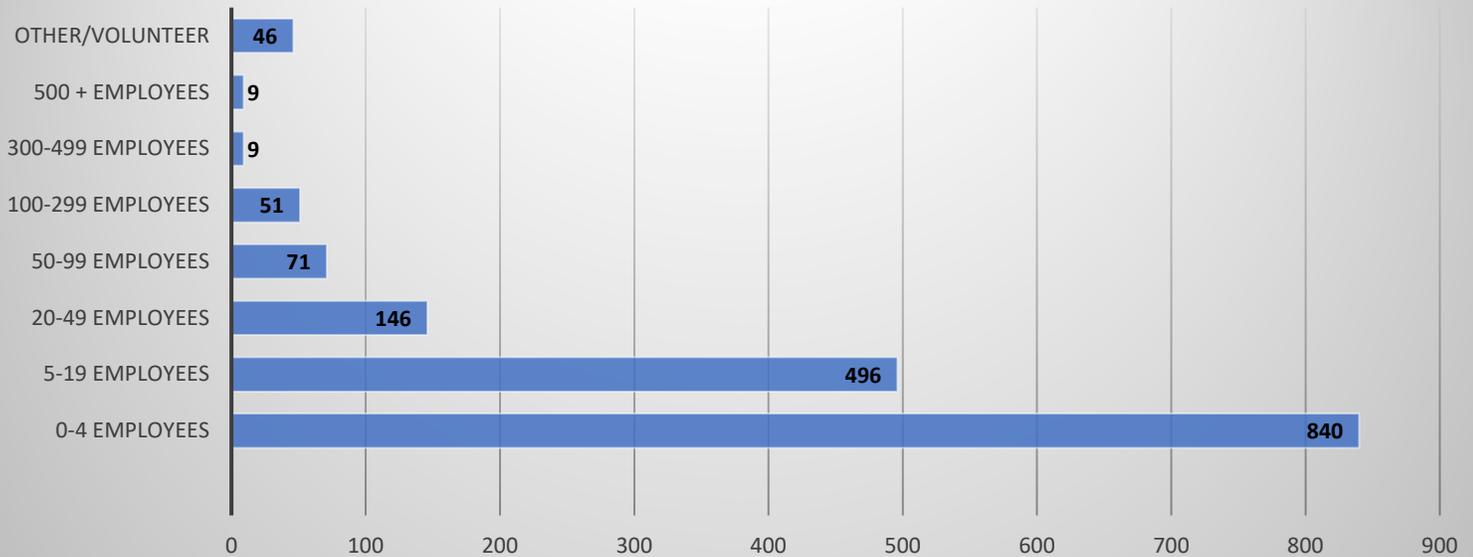


What is the primary industry your business is part of?

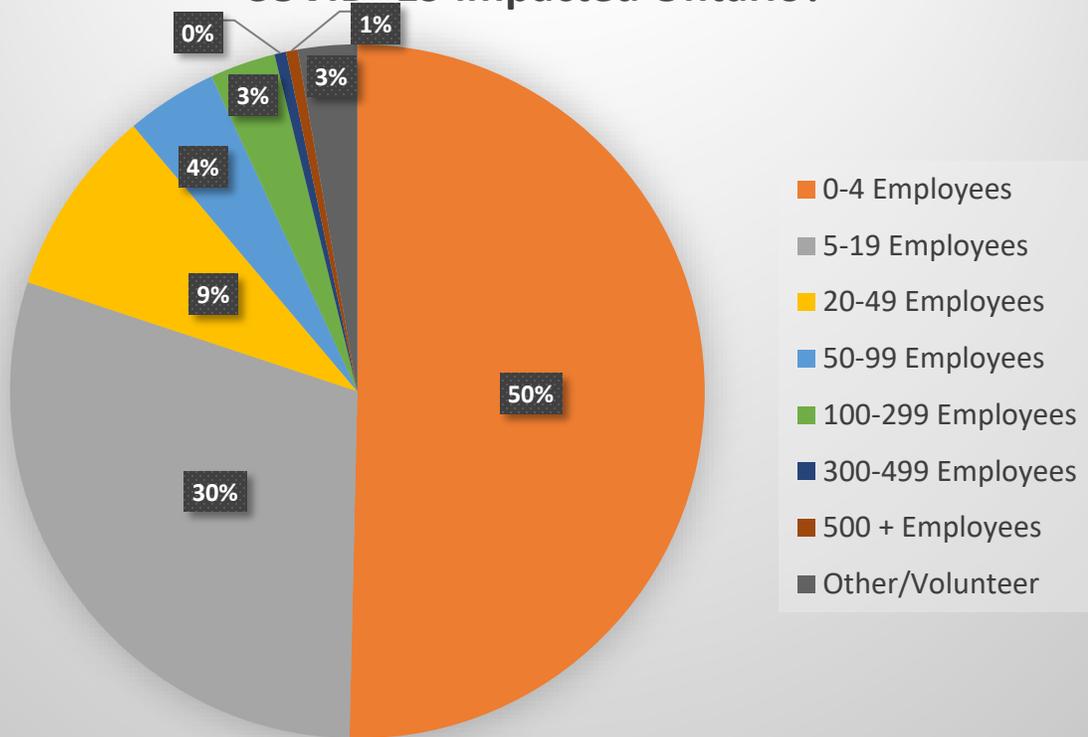


Question #10

How many employees did you have employed before COVID -19 impacted Ontario?

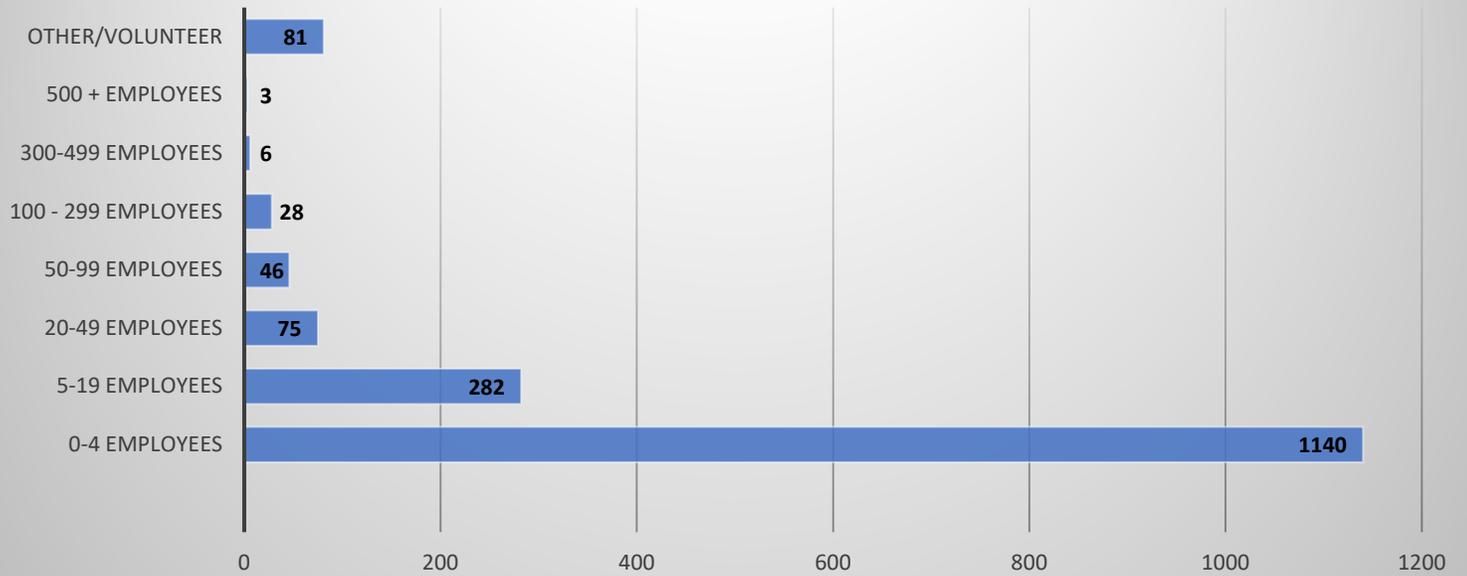


How many employees did you have employed before COVID -19 impacted Ontario?

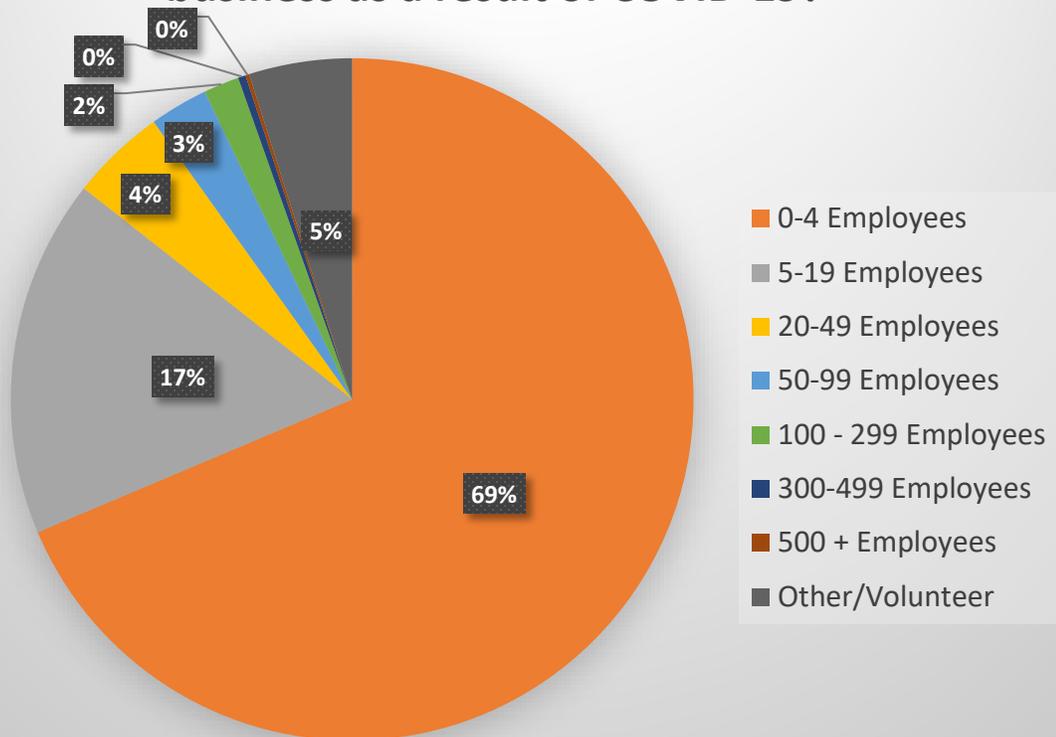


Question #11

How many employees do you have now employed at your business as a result of COVID-19?



How many employees do you have now employed at your business as a result of COVID-19?





wowc.ca | @wowcinc



REPORT TO COUNTY COUNCIL

FROM: Brian Masschaele, Director of Community and Cultural Services
Julie Gonyou, Chief Administrative Officer

DATE: May 26, 2020

SUBJECT: Emergency Communications Summary Report

RECOMMENDATION:

THAT the report titled “Emergency Communications Summary Report” from the Chief Administrative Officer and Director of Community and Cultural Services dated May 26, 2020 be received and filed.

INTRODUCTION:

The County’s COVID-19 emergency management planning and response efforts rely upon effective and timely communications to keep residents, municipal partners and partner agencies fully informed and engaged in what continues to be a rapidly changing environment. Under normal circumstances, corporate communications is handled by the Administrative Services Department. The Chief Administrative Officer (CAO) has, since the onset of the pandemic, communicated frequently with staff. The CAO’s messages have been very well received by staff. In mid-March, the CAO reassigned this responsibility to the Community and Cultural Services Department under the leadership of the Director of Community and Cultural Services.

PURPOSE:

This report summarizes for Council’s information recent communications activity since the formation of a dedicated communications team at the onset of the pandemic.

DISCUSSION:

The County’s Emergency Management Team formed a communications team at the onset of the state of emergency brought on by the COVID-19 pandemic. A team approach was required to address the urgency of the situation, the volume of information emerging and the need to determine the accuracy, relevance and authoritativeness of this information within tight timelines. Further considerations included the need to build capacity for 24/7 response, diverse skill sets to serve all the platforms available and the need for backup support should any one member of the team become unavailable. The closure of County services, particularly libraries, made it possible to shift staffing capacity to this critical function during the emergency response.

Attached to this report is a detailed overview of the team’s activities since the team was formed, along with samples of some of the work produced. In summary, the team’s activities have been focused on the following areas:

- Launch and operation/maintenance of a new Live Chat service to respond to resident questions given the closure of County offices. This service is available during business hours.
- Development and maintenance of a dedicated [COVID-19 site](#) linked to the County's home page.
- Publication of weekly and bi-weekly advertisements about the status of County and Long-Term Care services which appear in local newspapers with distribution coverage across the entire County.
- Development and distribution of press releases in response to community issues and emergency measures being taken by the County and local municipal partners. Press releases have been developed and/or distributed on the following matters:
 - Closure of County facilities and service impacts
 - Non-resident visits to cottages and seasonal residences
 - Closure of Elgin County marinas
 - Library services closure and services update
 - Southwestern Public Health updates
 - Support program information provided by the MP and MPP
- Social media posts and redistribution of information from partner agencies through County and library channels on Facebook, Instagram and Twitter. These platforms have proven particularly valuable to distribute information quickly to a large audience and to thank residents, local businesses and community organizations for the many donations of personal protective equipment and gestures of support to the County's long-term care staff.
- Leadership on the #ELGINSTRONG community and staff campaigns.

CONCLUSION:

The communications team will remain active throughout the emergency response and recovery period and until such time as staff are able to resume regular duties. Some services rolled out by the team may continue to be supported by a team approach well beyond the emergency period given the value they have provided and in light of new service models that are unfolding as part of post-pandemic planning. Support for Live Chat or a similar service will deserve on-going consideration in this regard.

It should also be noted that the County's Chief Administrative Officer, Information Technology Department and Management Team have played critical roles in enabling communication efforts to date.

All of which is Respectfully Submitted

Brian Masschaele
 Director of Community and Cultural Services

Julie Gonyou
 Chief Administrative Officer

Total Stats to Date: March 30 – May 8

Live Chat Statistics 2020									
Hourly Stats Collection									
Date	1	2	3	4	5	6	7	8	Total Questions Answered:
Totals:	35	38	35	33	41	29	37	37	285

(Numbers indicate hour long segments starting at 8:30 a.m. and ending at 4:30 p.m. Green reflects the morning and blue the afternoon)

Overview:

This report offers an overview of webchat activity spanning the last two weeks, as well as a summary of activity to date. The Live Chat feature remains utilized fueling a variety of questions relating to municipal and county services, bylaws, Covid-19 and restrictions and guidelines relating to the state of emergency order. The chart below shows an overview of average daily use per week based on the number of operable days that week. As shown by the data, a decrease in weekly activity has occurred after the third week of service, but has remained steady averaging approximately 8 interactions per day.

Average Use

Average Daily Use	
Week 1	10
Week 2	11
Week 3	11.5
Week 4	8.4
Week 5	8.2
Week 6	8.4

Total Overview March 30 – April 27

Week 1-4	
AM	90
PM	92
TOTAL	185

New: April 27 – May 1, 2020

Week 5	Monday	Tuesday	Wednesday	Thursday	Friday	TOTAL
AM	5	5	5	8	3	26
PM	3	4	2	2	4	15
TOTAL	8	9	7	10	7	41
Sample Questions:	<ul style="list-style-type: none"> • I am trying to find out trail and park closures for Elgin County or are we able to use trails so long as social distancing is being practiced. • Are the long-term care homes accepting new residents? • Will Elgin County Library be doing curbside pickup for Library items? • I put some leaf bags on the curbside for pick up last Saturday and no one came. Do you know when it will be picked up? 					

NEW: May 4– 8, 2020

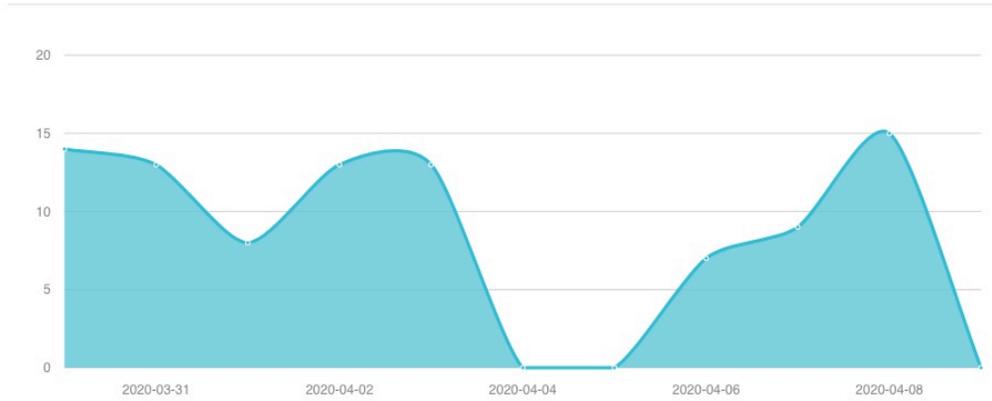
Week 6	Monday	Tuesday	Wednesday	Thursday	Friday	TOTAL
AM	4	5	6	4	4	23
PM	5	4	5	5	1	20
TOTAL	9	18	9	10	9	43
Sample Questions:	<ul style="list-style-type: none"> • We were wanting to donate iPads or tablets to help keep patients connected with their families at LTC Homes in Elgin. Who do we contact? • CTV news here. Can we use Archive photos in a TV story tonight? • CBC News. We are running a story and need to contact the Mayor of Central Elgin. • Looking to do a patio and wondering what square footage I can do without a permit? 					

Fomilla Analytics Reports

Report Criteria

Widget Chat Widget - HOURS OF OPERATION Date Custom Start 03-30-2020 End 04-09-2020 Search

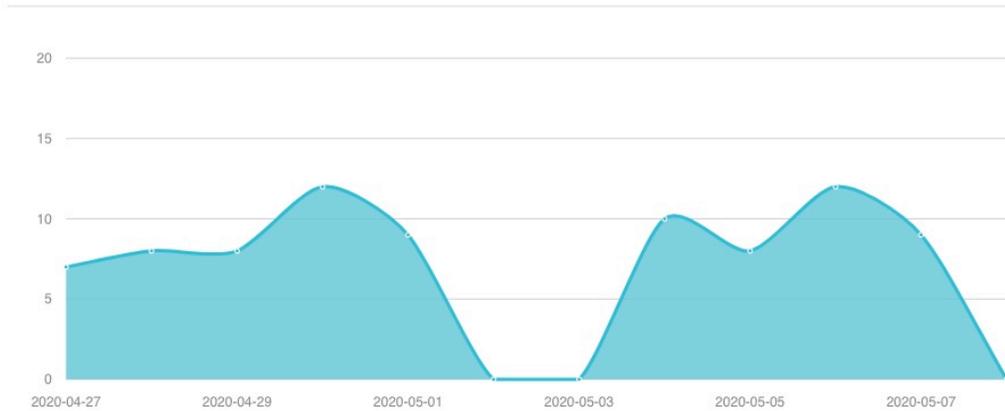
Total Chats & Emails



Report Criteria

Widget Chat Widget - HOURS OF OPERATION Date Custom Start 04/27/2020 End 05/08/2020 Search

Total Chats & Emails



Planning Ahead

As the Elgin County prepares for changes relating to reopening of services the Live Chat feature may continue to be a useful customer service tool for ratepayers. The communications team continues to track and gather data and analytics to help inform decisions relating to the return on investment (ROI) relative of this new feature.

- The Live Chat has not seen an increase in use after print and promoted social media posts were launched in the Aylmer Express, West Elgin Chronicle and on Facebook.

- The Live Chat continues to see a large number of questions relating to municipal partner services, as well as the City of St. Thomas.
- The Live Chat continues to see a large number of questions relating to Elgin County services with a primary focus on Library, Archives, POA and Physical Services inquiries.
- Several direct media inquiries have come through the chat, enabling a timely response rate and connection to the appropriate individuals.

In total **285** questions have been asked on the Live Chat over a six-week period. 141 questions have been asked in the mornings (8:30 a.m. to 12:30 p.m.) and 144 in the afternoons (12:30 p.m. to 4:30 p.m.) showing a relatively equal distribution of questions throughout the day, with a slight peak from 12:30 p.m. to 1:30 p.m. The chat continues to receive a variety of questions, with an increase in questions related to municipal services such as garbage pick-up, fire ban information and regulations relating to Covid-19. Although the chat is still being utilized by the community there has been a slight decrease in daily engagement between April 27 and May 8.

Covid-19 Web Page Analytics

Analytics indicate that during this time period (April 27- May 8) the Covid-19 Information web page is the second most frequently accessed page on the Elgin County website, after the home page. In this time, the Covid-19 Information page has received 693 page views or 7.77% of the County website's page views.

When compared with the second two-week period of the web page's service (April 14-24), there has been a 20.44% decrease in the number of page views in the third two-week period (April 27-May 8). There has also been an 8.06% decrease in the page views in general across the entire website in this time period.

Social Media Activity Overview

The communications team uses both print and digital media to support the sharing of vital information for citizens. As part of this strategy social media has become an efficient and effective means of sharing information quickly to a large audience. Additionally, the ability to directly link and connect to our municipal partners, various Elgin County social media channels as well as Public Health authorities increases reach and succinct community messaging that is essential during a pandemic.

The communications team has been utilizing the following:

- Elgin County Facebook Page (Primary)
- Elgin County Library Facebook Page (Primary)
- Elgin County Twitter Page (Secondary)
- Elgin County Library Twitter Page (Secondary)
- Elgin County Library and Elgin County Instagram Page (Supplementary)

The posts shared fall into the following categories:

- Essential Internal and External Media Releases
- Communications Regarding Updates and Changes to Service

- Thank-You Posts for Community Donations
- COVID-19 Related Posts: Southwestern Public Health, Province of Ontario, Federal Government
- Relaying Information from Municipal Partners, Conservation Authorities, Partnering Organizations
- Promotion of Digital Services

Paid Posts:

Paid posts can be a cost-effective way of increasing reach to citizens by enabling the team to set geographic parameters on reach beyond the individuals that follow accounts directly. Below is a sample of reach gained through promotion of Live Chat post.

Live Chat Paid Post Stats:

- Targeted to Elgin County Residents
- One Week Span
- \$50 Total Budget
- 20.2K Reach

Social Media Analytics

Note:	
•	Facebook: total post reach includes repeat reach to followers, as well organic reach from followers sharing posts
•	Twitter: total post impressions includes the number of times the post was seen by others
•	Facebook utilizes an algorithm for post reach. Post reach can increase with optimization of posting times, paid promoted posts, and tagging and hash tagging content to relevant organizations and sources.
•	Twitter does not utilize an algorithm for post impression. Items are viewed via a live feed feature which enables users to view all posted content of accounts followed in chronological order.

Elgin County Facebook Analytics

March 1 – May 8, 2020	
TOTAL FACEBOOK FOLLOWERS	1761 – 68% increase
POST REACH	280,651
TOTAL # Of Posts	193
AVERAGE REACH/POST	1454

Elgin County Library Facebook Analytics

March 1– May 8, 2020	
TOTAL FACEBOOK FOLLOWERS	1752 – 13.54% increase

POST REACH	71,556
TOTAL # Of Posts	205
AVERAGE REACH/POST	349

Sample Facebook Posts:

Bread Baking 101 Impressions: 1.2 K

Performance for Your Post

1,238 People Reached

25 Likes, Comments & Shares

10 Likes 9 On Post 1 On Shares

7 Comments 6 On Post 1 On Shares

6 Shares 8 On Post 0 On Shares

49 Post Clicks

8 Photo Views 13 Link Clicks 26 Other Clicks

NEGATIVE FEEDBACK

0 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported posts may be delayed from what appears on posts.

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

1,238 People Reached 74 Engagements

Tractor Parade for Frontline Workers Impressions: 8.2 K

Performance for Your Post

8,286 People Reached

686 Reactions, Comments & Shares

179 Likes 179 On Post 0 On Shares

179 Comments 230 On Post 260 On Shares

2 Photo Views 0 On Post 2 On Shares

7 Shares 6 On Post 1 On Shares

21 Comments 6 On Post 25 On Shares

55 Shares 55 On Post 0 On Shares

1,343 Post Clicks

529 Photo Views 1 Link Clicks 814 Other Clicks

NEGATIVE FEEDBACK

7 Hide Post 1 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported posts may be delayed from what appears on posts.

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

8,286 People Reached 2,029 Engagements

SW Public Health Info Impressions: 1.0K

Performance for Your Post

1,003 People Reached

9 Likes, Comments & Shares

4 Likes 2 On Post 2 On Shares

0 Comments 0 On Post 0 On Shares

5 Shares 5 On Post 0 On Shares

14 Post Clicks

6 Photo Views 0 Link Clicks 8 Other Clicks

NEGATIVE FEEDBACK

0 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported posts may be delayed from what appears on posts.

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

1,003 People Reached 1,004 Engagements

Sample Thank-You Post Impressions: 8.5 K

Performance for Your Post

8,569 People Reached

742 Reactions, Comments & Shares

109 Likes 64 On Post 445 On Shares

126 Comments 9 On Post 117 On Shares

1 Photo Views 0 On Post 1 On Shares

1 Share 0 On Post 2 On Shares

38 Comments 3 On Post 35 On Shares

66 Shares 66 On Post 1 On Shares

352 Post Clicks

42 Photo Views 0 Link Clicks 310 Other Clicks

NEGATIVE FEEDBACK

6 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported posts may be delayed from what appears on posts.

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

8,569 People Reached 1,004 Engagements

Elgin County Update

As of Monday, May 11, 2020

Elgin County Administration Building Closure

The Elgin County Administration Building remains closed to the public until further notice. To access our services, please call 519-631-1460 ext.156 or connect with us via our Live Chat feature on our website www.elgincounty.ca

Elgin County dedicated COVID-19 Webpage

Elgin County has created a dedicated Coronavirus (COVID-19) webpage featuring up-to-date information from Elgin County, local partner agencies, and Southwestern Public Health. This information can be accessed at www.elgincounty.ca/covid-19-information/

Elgin County Provincial Offences Administration

The Provincial Offences Administration Building is closed to the public until further notice. To make a ticket payment, credit card payments can be taken over the phone at 519-631-1460 ext. 300, or online at www.paytickets.ca

Elgin County Library Offers Enhanced Wi-Fi and Online Services

All Elgin County Libraries have extended their Wi-Fi services so that anyone needing access can obtain a free Wi-Fi signal outside the building (while adhering to social distancing measures). Elgin County Library continues to provide access to online resources such as eBooks, eAudiobooks, movies, music, and more through our digital library, with services such as Kids InfoBits, Hoopla, Libby, Kanopy, and OverDrive. Over 1,100 titles are available as bonus checkouts through Hoopla until May 31st. Those without an Elgin County Library card can get an online membership at www.elgincounty.ca/library/online-membership/ For further information about our services, please call 519-631-1460 ext.109



Our Commitment to Care in County of Elgin Long-Term Care Homes

We know that these are anxious times for families and friends who have loved ones in Elgin County's long-term care Homes. We want to assure you that the health and safety of residents and staff will always be our top priority.

During this pandemic, we have implemented the following measures in support of our residents:

- Strict infection prevention and control measures are in place, and the Homes management staff are in regular communication with Southwestern Public Health.
- Only essential visitors are permitted. Essential visitors are those visiting a resident who is very ill or at the end of life. We advise families immediately of any changes in resident health.
- Some residents are celebrating birthdays or anniversaries at this time. Please know that the staff and management of the Home(s) are celebrating these events with your loved one on your behalf.
- We recognize that there are items you may wish to deliver to residents. Drop-offs must be pre-arranged. Please give us a call before you attend the Home. Unacceptable items include homemade food and items in cardboard.
- We have implemented a virtual visit program to ensure residents and families stay connected – Telephone, FaceTime, Skype, Zoom, Email and Messenger. Contact information for this service is below.

We truly appreciate the many signs of external support being shown to our residents, and we are thankful that our dedicated and caring staff remain committed to providing quality front-line care during this difficult time. Your support is truly appreciated!

Terrace Lodge
519-773-9205
tlrec@elgin.ca

Elgin Manor
519-631-0620
emrec@elgin.ca

Bobier Villa
519-762-2417
bvrec@elgin.ca

Michele Harris, Director Homes
and Seniors Services



450 Sunset Drive, St. Thomas, ON. N5R 5V1 | 519-631-1460



the TOWNSHIP of
MALAHIDE
A proud tradition, a bright future.



MUNICIPALITY OF
West Elgin



April 27, 2020

For immediate release

All marinas located in the County of Elgin remain closed for recreational use

COUNTY OF ELGIN – All marinas located in the Municipality of Bayham, Township of Malahide, Municipality of Central Elgin and Municipality of West Elgin remain closed indefinitely during the COVID-19 outbreak. “We recognize that people are eager to access their boats and get out on the water but access for recreational purposes is still not allowed under the [provincial order](#) regarding closure of all non-essential businesses in Ontario” said Warden Dave Mennill.

Under the provincial emergency order, and according to the Ministry of Transportation, marinas can only open under very limited circumstances, specifically:

- To the extent necessary to enable individuals to access their primary place of residence, including Indigenous communities (e.g. there is no land-based route to access the residence). Accessing seasonal cottages is inconsistent with the government’s “stay home, stop the spread” message.
- To support other essential services, including policing, law enforcement (e.g. MNR/F) fire and emergency services.
- To support businesses that produce food, including by fishing, or to support the food supply chain. Marinas are not to support recreational or sport fishing.

“Access to personal watercraft for recreational use at any marina located in the County of Elgin will be subject to law enforcement and potential charges by the OPP and law enforcement agencies. We insist that owners of personal watercraft stay away from marinas in Elgin County during this pandemic. Please rest assured that we will work with our municipal partners and business owners to open these marinas for recreational use as soon as it is safe to do so” stated Warden Mennill.

-30-

For additional information, please contact:

Warden Dave Mennill

Tel: 519-200-0279

dmennill@elgin.ca

County of Elgin
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-1460
www.elgincounty.ca



April 27, 2020

For immediate release

Elgin County Library branches remain closed during pandemic

COUNTY OF ELGIN – All branches of Elgin County Library remain closed in compliance with the [provincial order](#) regarding closure of all non-essential businesses in Ontario. This means that access to physical collections such as books and magazines in any form cannot be accommodated at all ten branches for the length of the emergency order. “Our staff have received direction the Ministry of Heritage, Sport, Tourism and Culture Industries that public access to physical collections in any form, even through curbside pickup or direct delivery, is not allowed under the provincial order. We recognize that many of our residents are missing the high quality of library service that the County provides but we are just not able to provide access under the current order and given that our library staff have been redeployed to our long-term care homes or are currently on emergency leave” said Warden Dave Mennill.

In an effort to support community members and their families during their time spent at home, Elgin County Library has been working with their partners and is proud to offer an increase in digital resources at this time to Library members. The Library is providing free access to a wide array of online services and resources for reading, education and entertainment, including e-books and e-audiobooks, e-magazines, movies, music, and more. Also, Library staff can provide residents with a virtual library card from the comfort of their home by calling (519) 631-1460 x 109 or completing the online form here: elgincounty.ca/library/online-membership/. In addition, open Wi-Fi signals at all ten branches have been extended to adjacent areas outside the buildings for those who may not have reliable Internet access at home. It is imperative that physical distancing measures be observed while accessing this service.

“While our libraries may not be considered an essential service, this does not mean that they are not important to the community. Rest assured, we will open our library branches to the public as soon as it is safe to do so as we know how much the service is missed” confirmed Warden Mennill.

-30-

For additional information, please contact:

Warden Dave Mennill

Tel: 519-200-0279

dmennill@elgin.ca

County of Elgin
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-1460
www.elgincounty.ca

Progressive by Nature



Elgin County

Published by Elgie Elgin (?) · April 24 at 12:59 PM · 🌐

⋮

A HUGE shoutout to Flexus Industries in Aylmer for their generous donation of face shields to all of our Long Term Care Homes. Pictured below is Crystal Lovell, an employee of Terrace Lodge, who is wearing one of the face shields that Isaak Neufeld donated.

We are so grateful for the #ElginStrong community that we live in. A positive reminder that we are #AllInThisTogether!!

[Elgin County Library Elgin County Homes and Seniors Services](#)





 **Get More Likes, Comments and Shares**
When you boost this post, you'll show it to more people.

2,959
People Reached

727
Engagements

Boost Post

   Rhonda Clark, Peter Reath and 81 others
5 Comments 29 Shares

 Like
 Comment
 Share


Performance for Your Post

2,959 People Reached

264 Reactions, Comments & Shares i

185  Like	72 On Post	113 On Shares
35  Love	9 On Post	26 On Shares
2  Wow	2 On Post	0 On Shares
13 Comments	5 On Post	8 On Shares
29 Shares	29 On Post	0 On Shares

463 Post Clicks

207 Photo Views	0 Link Clicks i	256 Other Clicks i
---------------------------	--	---

NEGATIVE FEEDBACK

6 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

WE WANT TO HEAR FROM YOU!

THIS IS AN UNPRECEDENTED TIME FOR EVERYONE!
SHARE WITH US WHAT YOU'VE BEEN DOING TO STAY

#ELGINSTRONG



EMAIL YOUR #ELGINSTRONG MOMENTS BY MAY 20TH TO:

REFERENCE@ELGIN.CA

FOR YOUR CHANCE TO WIN A FITBIT VERSA
OR 1 OF 3 - \$50 GROCERY GIFT CARDS!



FROM: Jim Bundschuh – Director of Financial Services

DATE: May 19, 2020

SUBJECT: April 2020 Budget Performance

RECOMMENDATION:

THAT the report titled “April 2020 Budget Performance” from the Director of Financial Services dated May 19, 2020 be received and filed.

INTRODUCTION:

The budget comparison for the County shows favourable performance of \$87,000 for the month of April, primarily the result of favourable wage performance stemming from the COVID shortage-of-work, bringing year-to-date performance to \$294,000.

DISCUSSION:

Library performance of \$64,000 is wage savings resulting from the COVID related shortage-of-work. Delays in hiring in Economic Development/Land Division/Planning and Engineering provide a further \$22,000 and \$9,000 in favourable performance, respectively. COVID funding of \$112,000 from the province for Homes operations has offset all but \$10,000 of incremental costs incurred within the Homes. A reduction in external legal services, as solicitor attention is directed to the COVID crisis, resulted in \$10,000 in negative performance in Administrative Services.

	April 2020		
	Budget MTD	Actual MTD	Perf MTD
# 0) Corporate Activities	(138,069)	(133,867)	(4,202)
# 1) Warden And Council	37,534	35,190	2,344
# 2) Administrative Services/Ag/PSB	74,064	84,201	(10,137)
# 3) Financial Services	53,838	53,993	(155)
# 4) Human Resources	29,387	29,038	349
# 5) Administrative Building	43,248	34,893	8,355
# 6) Corporate Services	28,485	28,485	(0)
# 7) Engineering Services	267,177	258,104	9,074
# 8) Homes For Seniors Services	252,873	263,367	(10,494)
# 9) Museum/Archives	28,806	23,735	5,070
# 10) Library Services	176,600	112,780	63,820
# 11) Information Technology	55,878	55,636	241
# 12) Provincial Offenses	(150,517)	(150,517)	1
# 13) Ambulance & Emergency Services	240,041	239,644	397
# 14) Economic Development/Land Division/Planning	61,445	39,256	22,189
Grand Total	1,060,790	973,938	86,853

The \$87,000 of favourable April performance brings the year-to-date performance to a favourable \$294,000. A significant portion of the favourable year-to-date performance results from COVID funding being received in advance of the associated costs incurred. As these costs will continue to be incurred in the coming months, the year-to-date performance will be reduced.

	April 2020 Year-To-Date		
	Budget YTD	Actual YTD	Perf YTD
± 0) Corporate Activities	(7,823,353)	(7,815,970)	(7,383)
± 1) Warden And Council	136,911	133,908	3,002
± 2) Administrative Services/Ag/PSB	294,100	296,694	(2,594)
± 3) Financial Services	201,833	206,720	(4,887)
± 4) Human Resources	173,162	172,790	371
± 5) Administrative Building	75,878	44,367	31,512
± 6) Corporate Services	443,386	443,431	(45)
± 7) Engineering Services	1,098,687	1,074,950	23,737
± 8) Homes For Seniors Services	794,356	680,880	113,476
± 9) Museum/Archives	154,520	144,158	10,362
± 10) Library Services	785,750	716,585	69,165
± 11) Information Technology	290,652	289,998	654
± 12) Provincial Offenses	(178,238)	(177,488)	(750)
± 13) Ambulance & Emergency Services	1,140,624	1,139,818	806
± 14) Economic Development/Land Division/Planning	218,367	161,771	56,596
Grand Total	(2,193,366)	(2,487,387)	294,021

CONCLUSION:

Actions undertaken by Council have helped manage the impacts of COVID, positioning the County well to manage the ongoing Homes-related costs in the future months without drawing the County into negative financial performance.

All of which is Respectfully Submitted

Approved for Submission

Jim Bundschuh
Director of Financial Services

Julie Gonyou
Chief Administrative Officer

FROM: Brian Lima, Director of Engineering Services

DATE: May 19, 2020

SUBJECT: Centennial Road / Elm Line Intersection Improvements – Online Public Information Centre

RECOMMENDATION:

THAT the report titled “Centennial Road / Elm Line Intersection Improvements – Online Public Information Centre” from the Director of Engineering Services, dated May 19, 2020, be received and filed.

INTRODUCTION:

The County intersection of Centennial Road (CR28) and Elm Line (CR56) is a four-way intersection currently only controlled at its north and south approaches with stop conditions. Existing horizontal and vertical geometric topography conditions require significant driver concentration to navigate the intersection during peak vehicular periods.

This intersection located within the Municipality of Central Elgin and abutting the City of St. Thomas is also located adjacent to ongoing and further planned intensive area developments. This intersection also serves as a critical junction for both City and County motorists. Following preparation of a Traffic Impact Study (TIS) in 2016 in support of nearby subdivision developments, improvements of this intersection are required prior to full subdivision build-out.

The County retained BT Engineering Inc. to undertake a Municipal Class Environmental Assessment (MCEA) to identify transportation intersection improvements. This report provides details of a scheduled online Public Information Centre that presents background information, the evaluation of alternatives, and the Technically Preferred Alternative for intersection improvements.

DISCUSSION:

The County of Elgin has initiated a Municipal Class Environmental Assessment (MCEA) Study to develop a transportation plan for intersection improvements at Centennial Road (CR28) and Elm Line (CR56) in the Municipality of Central Elgin. The Study has evaluated alternatives to improve the operation, safety and capacity of the existing intersection.

The Centennial Road / Elm Line Intersection Improvements Municipal Class Environmental Assessment Study is being conducted as a Schedule ‘B’ project in accordance with the Municipal Class Environmental Assessment (2015) document. The Study is following the Municipal Class EA process by establishing the need and

justification for the project, has considered all reasonable alternatives with acceptable effects on the natural, social and cultural environments, and will continue to proactively involve the public in defining a Recommended Plan for improvements.

Public Consultation

In accordance with MCEA document public consultation requirements, the County invites anyone interested in this study who desires for the opportunity to be involved, to do so and provide input.

In light of the Province of Ontario's COVID-19 State of Emergency declaration, for which public gatherings have been prohibited, an online Public Information Centre which is relying upon web-based communications is scheduled for May 19, 2020 to June 5, 2020. Notification of the online Public Information Centre was both advertised in the St. Thomas Times Journal and Aylmer Express, and detailed in a letter mailed and/or emailed to all nearby property owners along Centennial Road and Elm Line.

The online PIC which includes a series of exhibits, an Analysis and Evaluation Report, and a Study Design Report (attached) that present background information, the evaluation of alternatives and the Technically Preferred Alternative for intersection improvements, is now available on the County's study webpage <https://www.elgincounty.ca/centennial-elm/>. Comments on the information presented can be provided by the public utilizing the online comment form or by contacting one of the Study Team members.

Next Steps

There is an opportunity at any time during the MCEA process for interested persons to provide comments. Early identification of individual and group concerns greatly aids in addressing these concerns. All information will be collected in accordance with the Freedom of Information and Protection of Privacy Act (2009). With the exception of personal information, all comments will become part of the public record.

Following receipt and consideration of all public and agency review comments, BT Engineering Inc. will further define a mitigation plan, identify detailed property requirements, and prepare a Project File report for Council's future endorsement. Thereafter, the final Project File will be submitted to the Ministry of Environment, Conservation and Parks, and will also be made available to public for the mandatory 30-day review period.

If a member of the public after viewing the exhibits and otherwise participating in this project, and at the conclusion of the process still has concerns, they have the right to request the Minister of the Environment, Conservation and Parks (MECP) to reclassify the project through a Part II Order (or "bump-up") to an Individual Environmental Assessment.

CONCLUSION:

In support of existing and future planned development within the City of St. Thomas and the County, improvements to the County's intersection of Elm Line (CR56) and Centennial Road (CR28) is required to achieve an acceptable level of service. Accordingly, the County initiated a Municipal Class Environmental Assessment Study to develop a transportation plan for intersection improvements. An online Public Information Centre which includes a series of exhibits, an Analysis and Evaluation Report, and a Study Design Report as prepared by BT Engineering Inc. is now available until June 5, 2020 on the County's study webpage <https://www.elgincounty.ca/centennial-elm/> for public and agency review and comment.

All of which is Respectfully Submitted

Approved for Submission

Brian Lima
Director of Engineering Services

Julie Gonyou
Chief Administrative Officer

Welcome to the Centennial Road / Elm Line Class Environmental Assessment Study

Thank you for participating in the Online Public Information Centre (PIC) for Elgin County's Class Environmental Assessment (EA) for intersection improvements at Centennial Road / Elm Line.

At the present time, the Province of Ontario has implemented a State of Emergency requiring measures to deal with the COVID-19 pandemic, and have prohibited public gatherings. As a result, this Public Information Centre is relying on web-based communications. Should you have any questions regarding the study, please contact the County or Consultant Project Managers listed on the last exhibit.

There is an opportunity at any time during the Class EA process for interested persons to provide written input. Any comments received will be collected under the Environmental Assessment Act and, with the exception of personal information, will become part of the public record.

Comments can be submitted by emailing stevenj.taylor@bteng.ca by
June 5, 2020.

**Comments can also be submitted by emailing the County Project Manager or by
completing the Comment Form provided on the project website.**

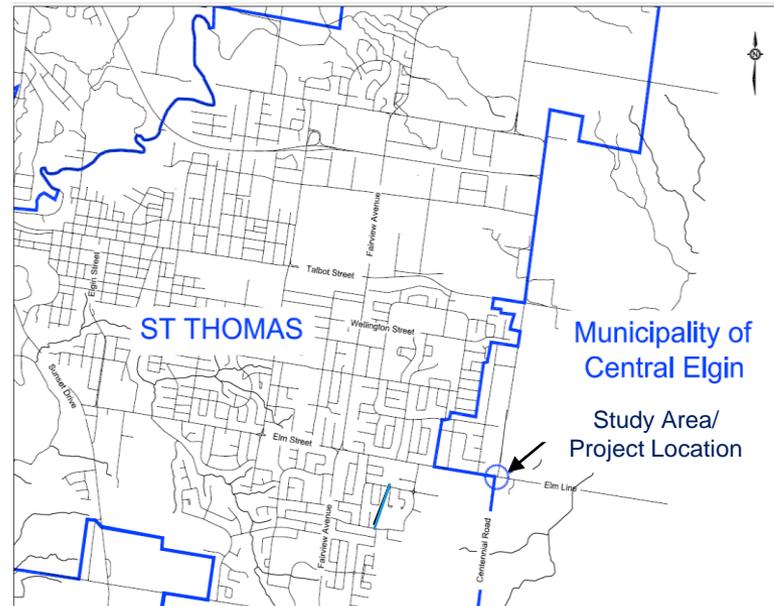
Introduction

The County of Elgin (County) has initiated a Class Environmental Assessment (EA) Study to develop a transportation plan for intersection improvements at Centennial Road (County Road 28) and Elm Line (County Road 56) in the Municipality of Central Elgin. This Study will complete all phases of the Class EA by establishing the need and justification for the project, considering all alternatives and proactively involving the public in defining a Recommended Plan for improvements.

A draft Study Design describing the study process has been prepared for agency and public review. It has been posted on the County's website (<https://www.elgincounty.ca/wp-content/uploads/2020/02/20-002-Draft-Centennial-Elm-Study-Design-Feb-21-20-QC-v2.pdf>) for public review and comments.

The guiding principles of the Class Environmental Assessment include:

- ▶ Consider all reasonable alternatives;
- ▶ Provide a comprehensive assessment of the environment;
- ▶ Utilize a systematic and traceable evaluation of net effects;
- ▶ Provide opportunities to receive input from the public; and
- ▶ Provide clear and concise documentation of the decision-making process and public consultation program.



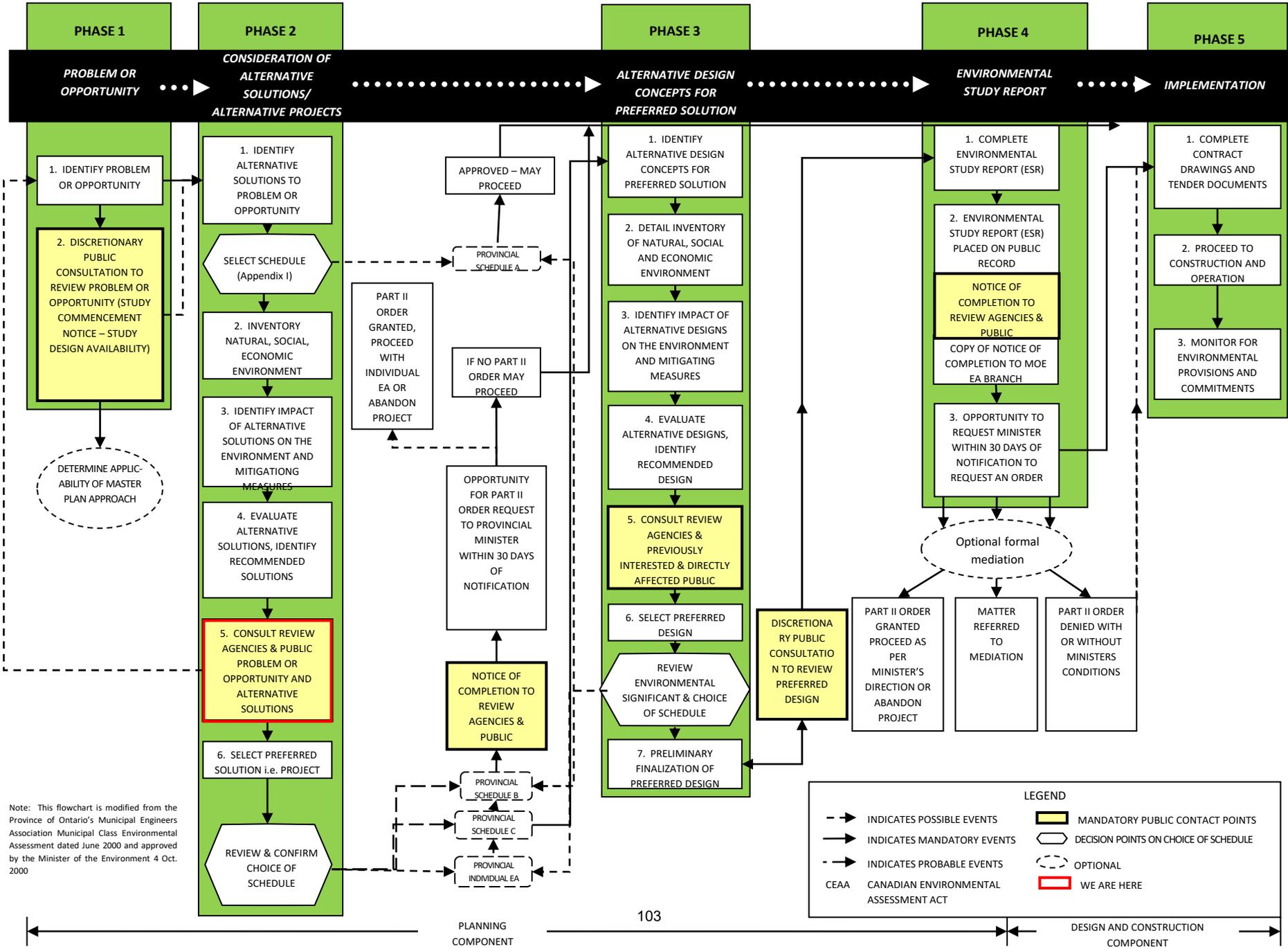
Municipal Class Environmental Assessment (Class EA) Process

At the initiation of the EA, the Study was described as being either a Municipal Schedule B or C Class Environmental Assessment. Following selection of the Technically Preferred Alternative (TPA) the **Schedule was confirmed to be a Schedule B Class EA** based on the range of anticipated effects and capital cost of the project.

The TPA meets the EA Schedule B definition as “reconstruction or widening where the reconstructed road or other linear paved facilities will be for the same purpose, use, capacity or at the same location” at a cost of less than \$2.4 million.

The study will culminate in the submission of a Project File which is a detailed compilation of all data and reports produced for the project. The Class EA Schedule will be confirmed based on the preliminary recommendations for improvements.

If after viewing the exhibits and otherwise participating in this project, and at the conclusion of the process you still have concerns, you have the right to request the Minister of the Environment, Conservation and Parks (MECP) to reclassify the project through a Part II Order (or “bump-up”) to an Individual Environmental Assessment.



Note: This flowchart is modified from the Province of Ontario's Municipal Engineers Association Municipal Class Environmental Assessment dated June 2000 and approved by the Minister of the Environment 4 Oct. 2000

Background

Intersection improvements at Centennial Road / Elm Line are required to accommodate planned and future development within the Municipality of Central Elgin and the City of St. Thomas. Centennial Road / Elm Line currently operates as a 4-legged intersection with the north and south approaches offset by approximately 25 m. The north and south approaches are stop controlled, and all legs of the intersection have single-lane approaches, with exception of the north leg which has a dedicated southbound left-turn lane.

Centennial Road and Elm Line are 2-lane rural roadways providing access to residential, agricultural and commercial properties as well as connecting the County to the City of St. Thomas and the wider transportation network. The roadway serves all modes of travel including vehicular traffic, goods movement, cycling and pedestrians. A sidewalk is provided on the west side of Centennial Avenue (north leg of the intersection). All road approaches have a posted speed of 50 km/h with exception of Centennial Road (south approach) which has a posted speed of 60 km/h.

The existing intersection will be unable to accommodate the projected traffic growth and as development continues, traffic demands will ultimately warrant the provision of traffic signals.



Elm Street looking east.

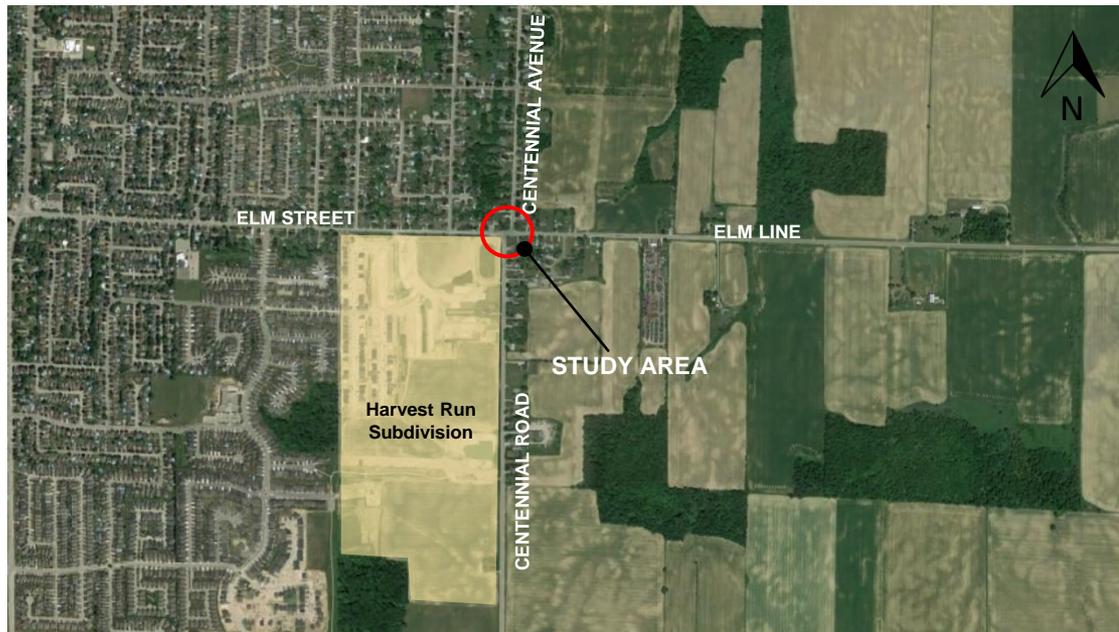


Centennial Road looking north.

Study Area Issues

Issues in the study area include:

- ▶ Accommodating traffic generated by planned/ proposed area developments (Harvest Run subdivision);
- ▶ Integrating with the City of St. Thomas Elm Street improvements (currently under construction);
- ▶ Improved safety for road users and intersection design consistency (i.e. removal of the offset intersection)
- ▶ Need to suitably accommodate all modes of transportation (i.e. pedestrians, cyclists, heavy trucks, farm equipment); and
- ▶ Consideration of the property requirements and impacts (i.e. property acquisition, driveway realignments, tree removal).



Assessment of Alternative Planning Solutions

The Class Environmental Assessment Act requires that all reasonable Planning Solutions be identified and evaluated at the start of the Study. These alternatives consider the overall needs of the study area and identify alternative approaches of addressing the need for improvements. The Alternative Planning Solutions have been evaluated to select the most reasonable alternatives that address the Problem and Opportunity Statement. The evaluation is documented in the Study Design Report and described below:

- ✘ Do Nothing: No cost, however, does not address operational or safety concerns.
- ✘ Transportation Demand Management: Reduces vehicular traffic demand (encourages alternative work hours, work at home, active modes of transportation and transit); however, there are limited active transportation facilities and no transit in the Study Area.
- ✘ Limit Development: Does not align with the Official Plan for land use. Does not address existing traffic capacity issues.
- ✔ Intersection Improvements: Provides a long-term solution for improved traffic capacity, operations and safety.

Based on the preliminary review of Alternative Planning Solutions, “**Intersection Improvements at Centennial Road/Elm Line**” is recommended. This Planning Solution addresses the transportation problem by addressing future capacity constraints and improving safety.

Should no comments be received that object to this recommendation, then the Class EA Study will continue with the evaluation of Providing New or Improved Transportation Infrastructure as described on the following exhibits.

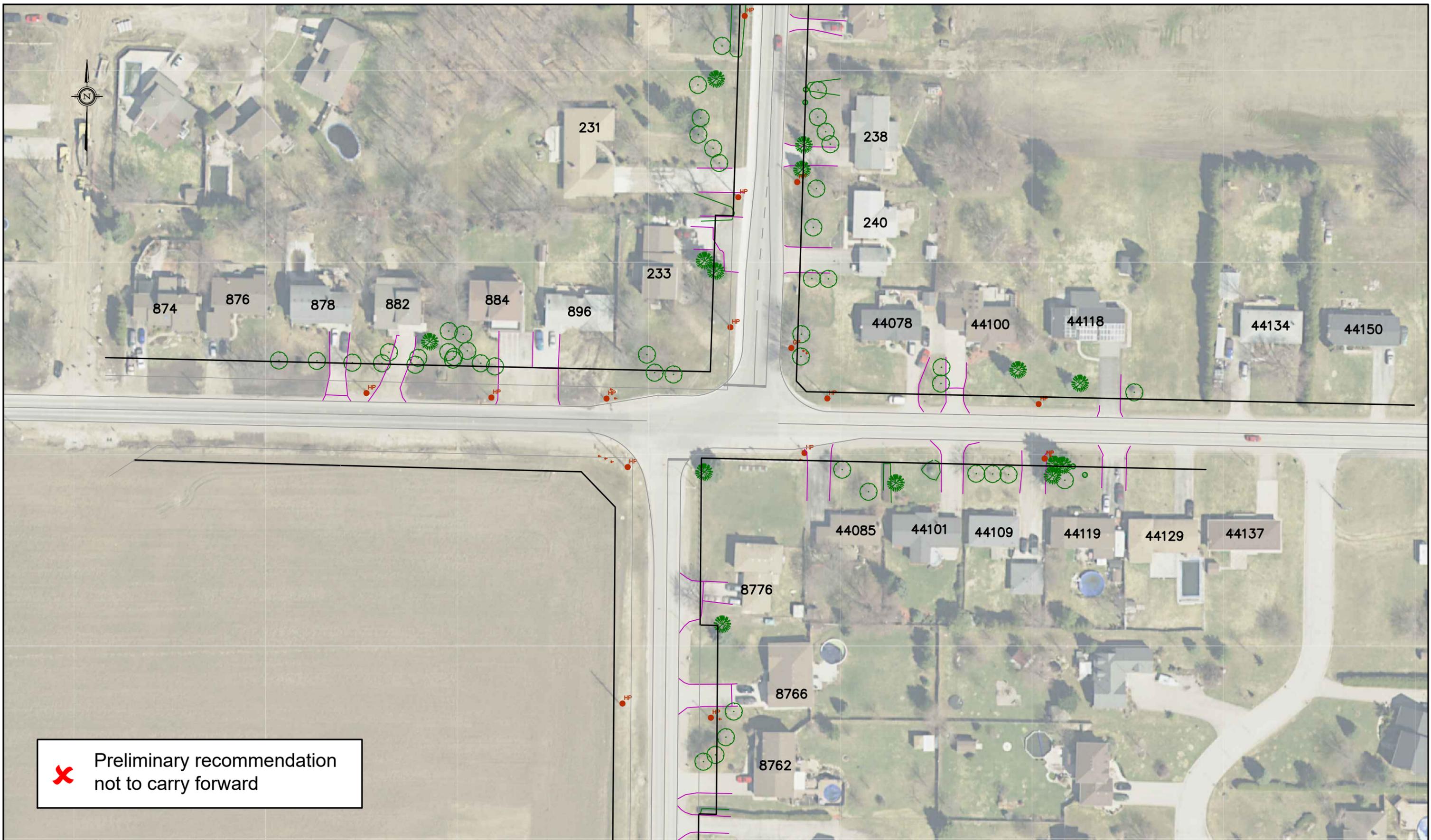
Preliminary Design Alternatives - Coarse Screening

Preliminary Design Alternatives were generated for improvements to the Centennial Road (County Road 28) and Elm Line (County Road 56) intersection. Alternatives that were not viable, had significant impacts, or had substantially poorer safety or traffic performance compared with other alternatives were coarse screened. Preliminary Design Alternatives are illustrated on the following exhibits.

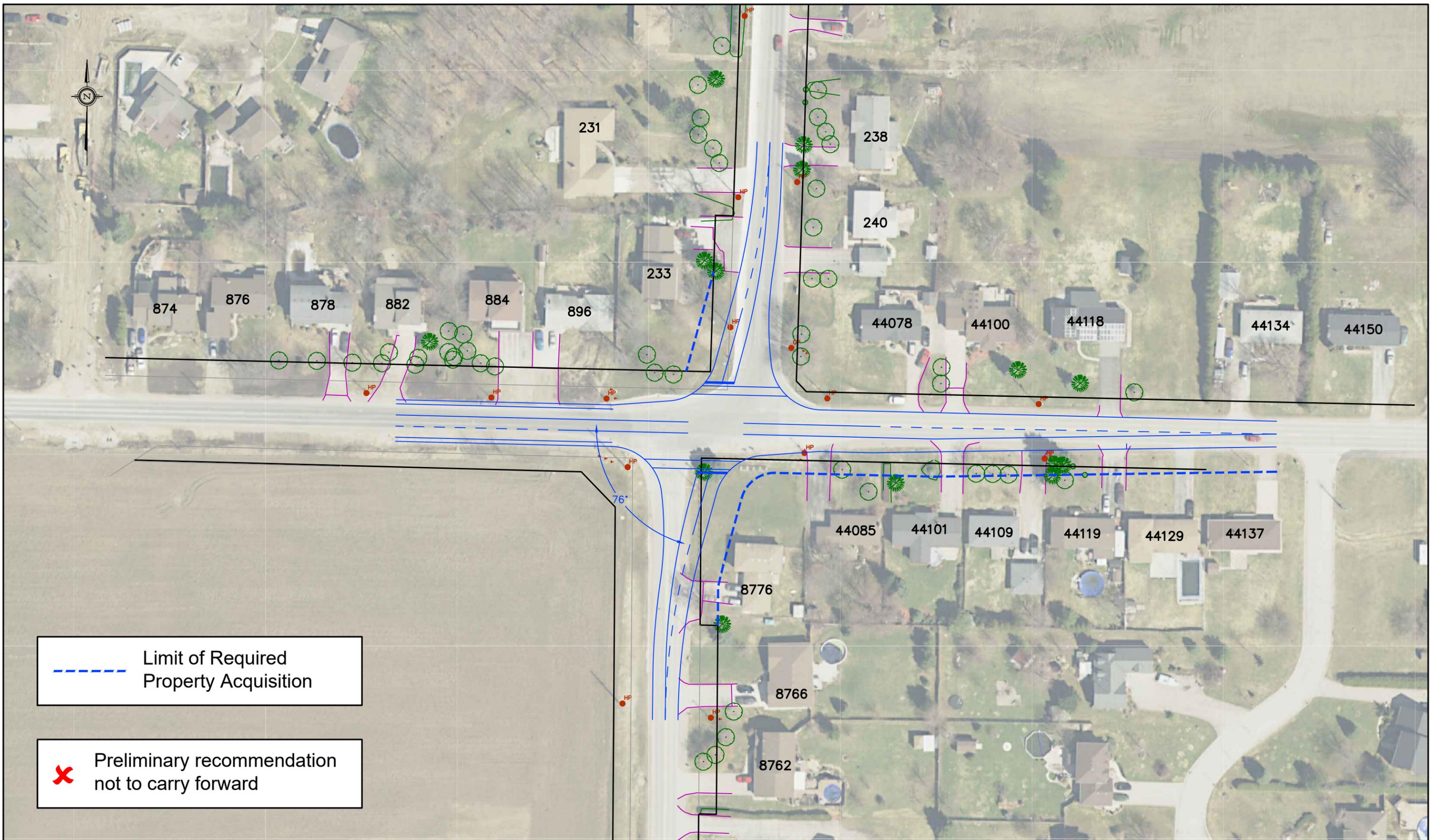
-  Alternative 1: Existing Offset Intersection (Do Nothing) – unsignalized intersection is not considered a viable alternative. This alternative does not address the warrant for traffic signals.
-  Alternative 2a: Skewed Unsignalized intersection – unsignalized intersection is not considered a viable alternative. This alternative does not address the warrant for traffic signals.
-  Alternative 2b: Unsignalized Intersection with Realignment and Right-Turn Lane – unsignalized intersection is not considered a viable alternative. This alternative does not address the warrant for traffic signals.
-  Alternative 2c: Unsignalized Intersection with Realignment and Right-Turn Lane – unsignalized intersection is not considered a viable alternative. This alternative does not address the warrant for traffic signals.
-  Alternative 3a: Signalized Offset Intersection – Does not improve existing safety concerns with offset intersection.
-  Alternative 3b: Signalized Skewed Intersection – Carried forward for evaluation.

Preliminary Design Alternatives - Coarse Screening

- ✘ Alternative 3c: Signalized Intersection with Realignment of Centennial Avenue – Significant property impacts as a result of the realignment of the north approach.
- ✘ Alternative 3d: Signalized Intersection with Realignment of Centennial Road – Significant property impacts as a result of the realignment of the south approach.
- ✘ Alternative 3e: Signalized Skewed Intersection with Channelization – Significant property impacts as a result of the channelization of right-turn movements and does not accommodate large trucks/farm equipment.
- ✓ Alternative 4a: 40 m Roundabout – Carried forward for evaluation.
- ✓ Alternative 4b: 45 m Roundabout (southwest offset) – Carried forward for evaluation.
- ✓ Alternative 4c: 45 m Roundabout (centred) – Carried forward for evaluation.
- ✓ Alternative 4d: 48 m Roundabout – Carried forward for evaluation.



X Preliminary recommendation
not to carry forward



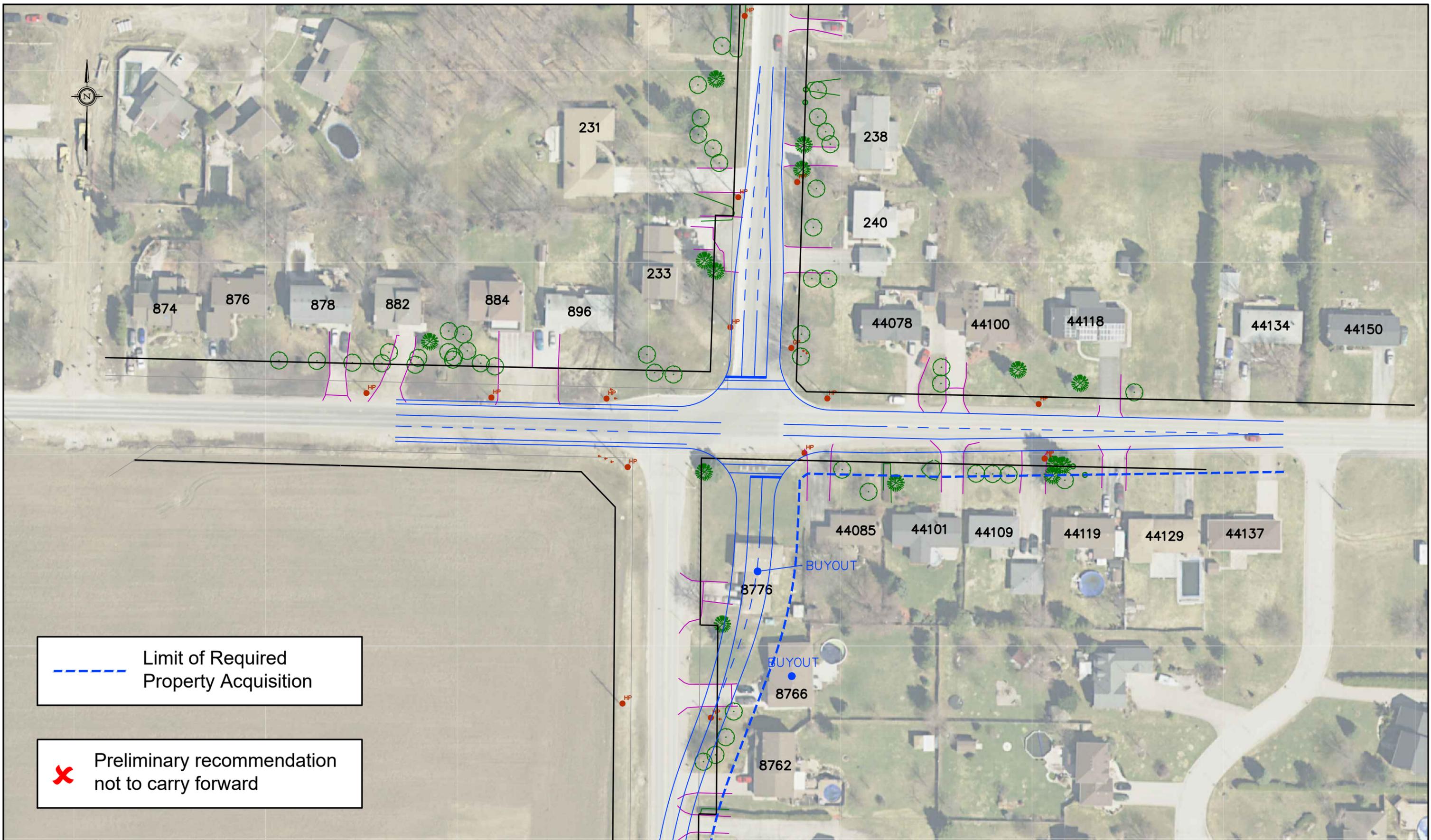
 Limit of Required Property Acquisition

 Preliminary recommendation not to carry forward

BTE 20-002
 2020-04-27

Centennial Road / Elm Street Intersection
 Alternative 2a: Skewed Unsignalized Intersection





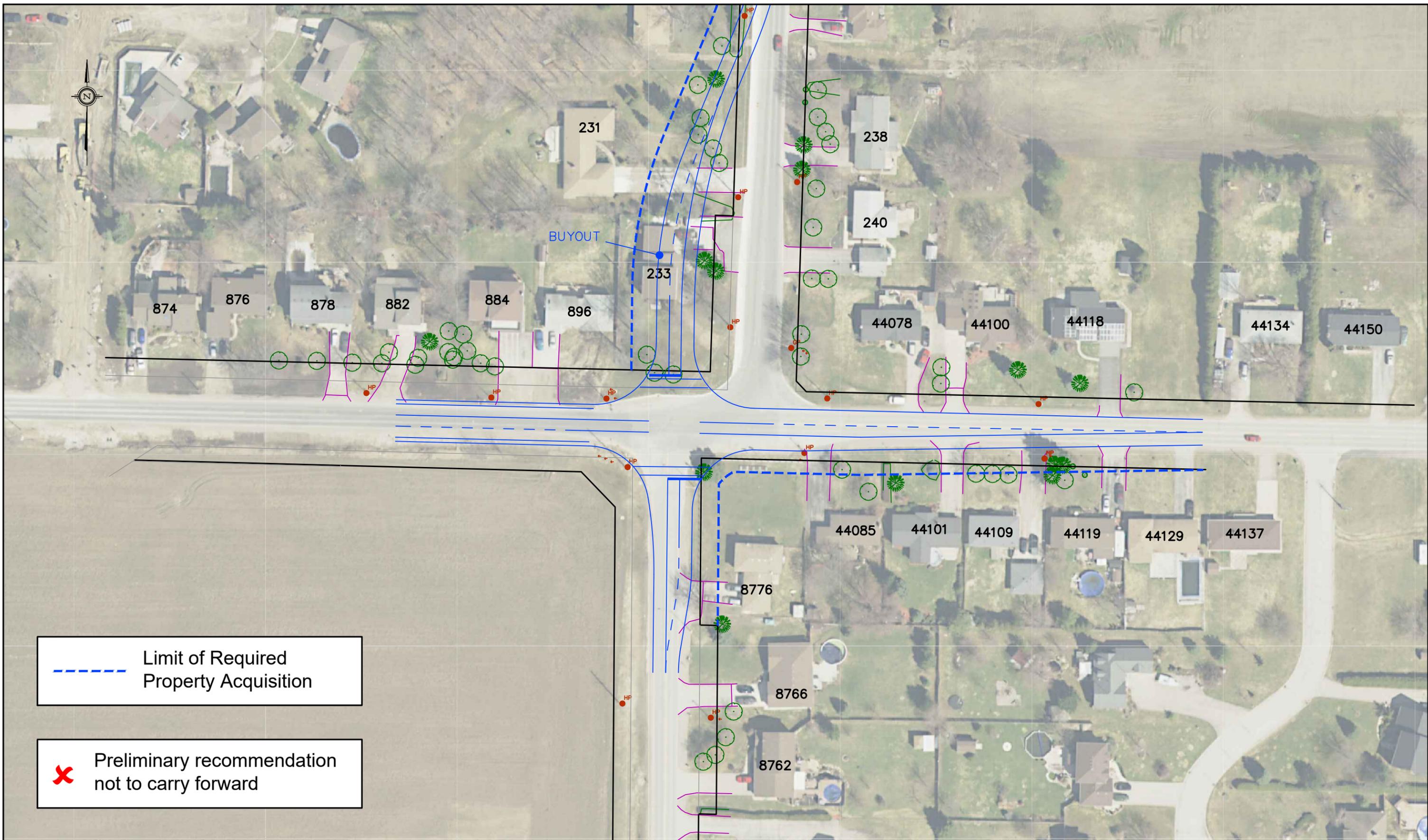
 Limit of Required Property Acquisition

 Preliminary recommendation not to carry forward

BTE 20-002
 2020-04-27

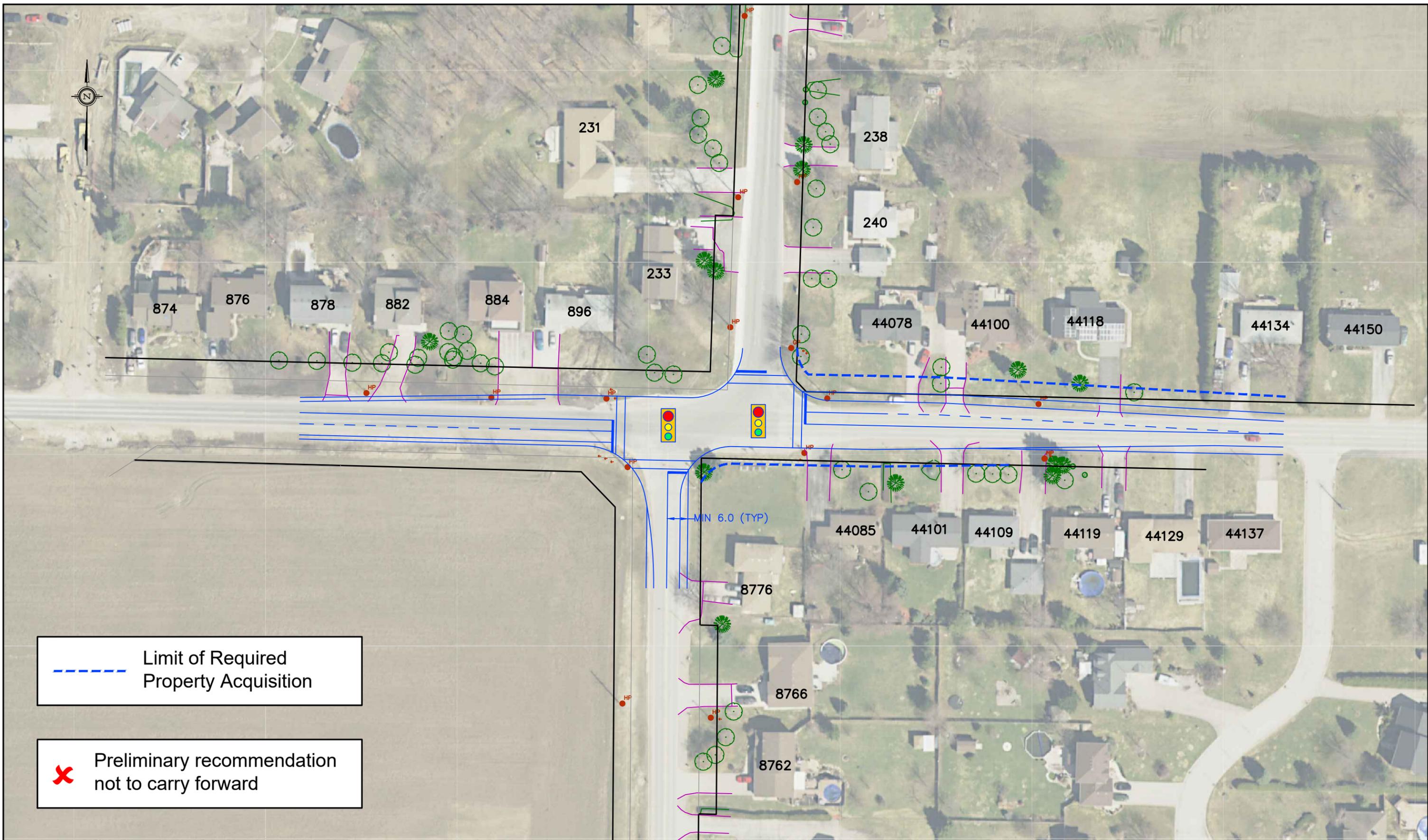
Centennial Road / Elm Street Intersection
 Alternative 2b: Unsignalized Intersection with Realignment and Right-Turn Lane





 Limit of Required Property Acquisition

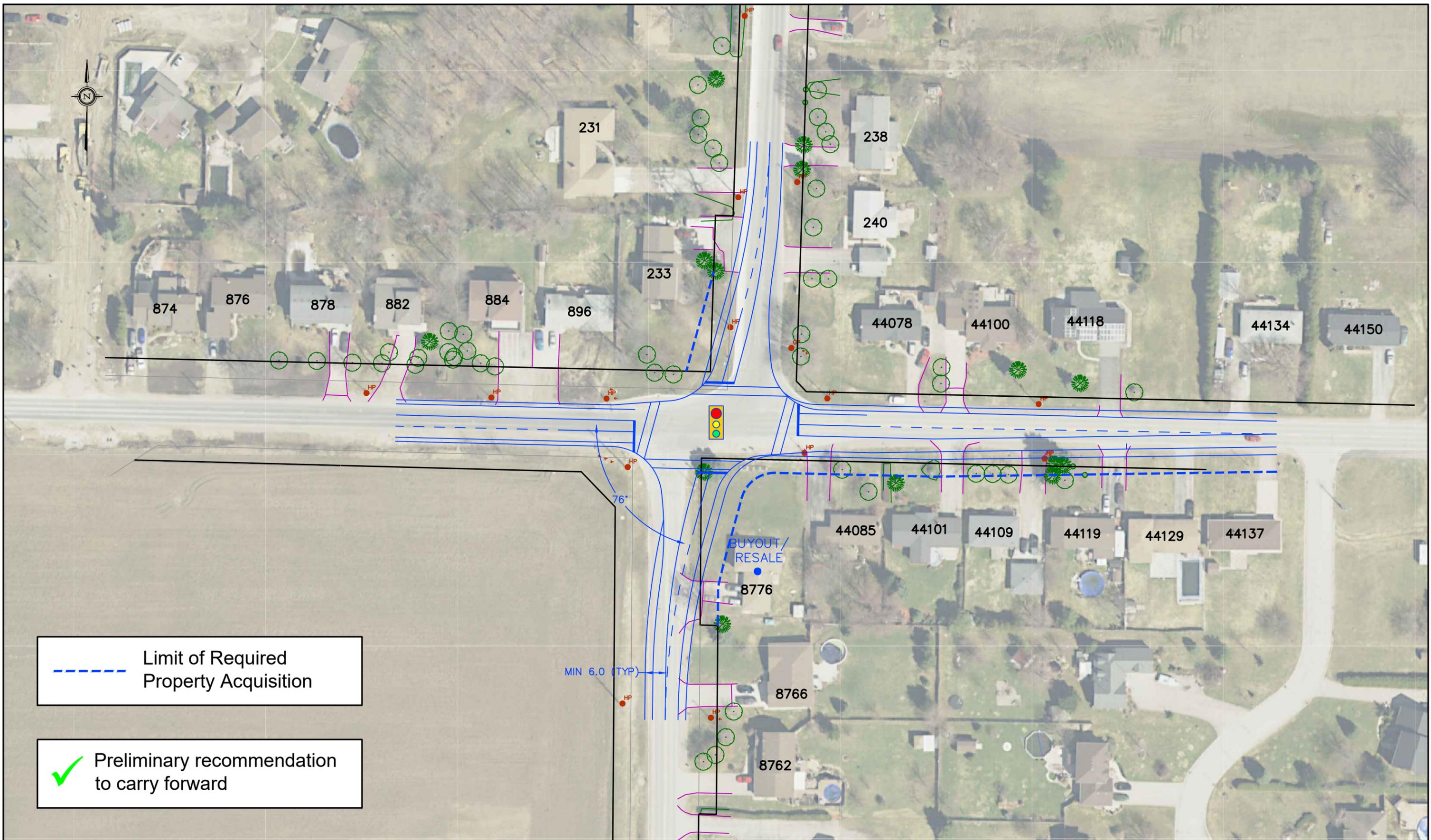
 Preliminary recommendation not to carry forward



BTE 20-002
2020-04-27

Centennial Road / Elm Street Intersection
Alternative 3a: Signalized Offset Intersection





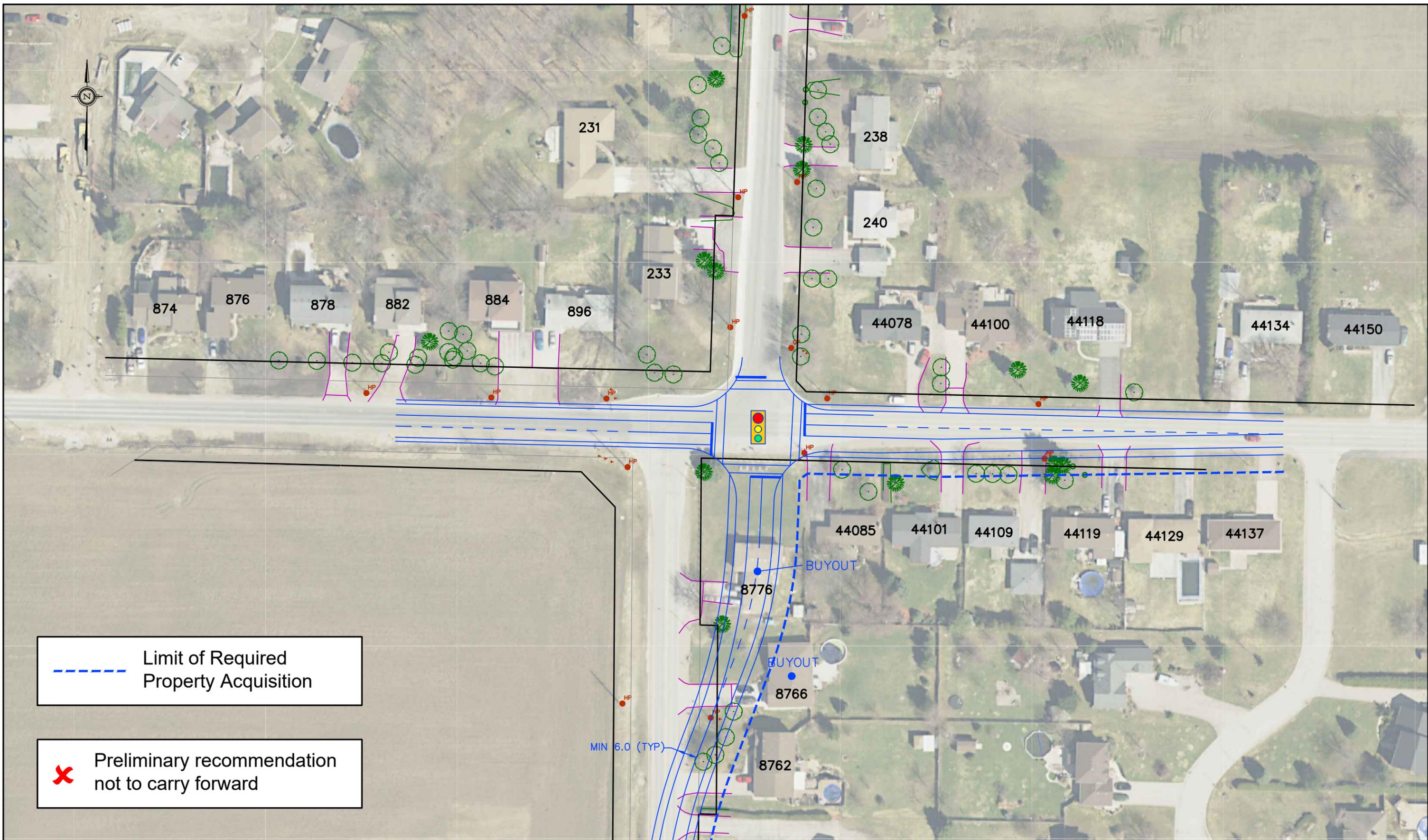
 Limit of Required Property Acquisition

 Preliminary recommendation to carry forward

BTE 20-002
 2020-05-19

Centennial Road / Elm Street Intersection
 Alternative 3b: Signalized Skewed Intersection





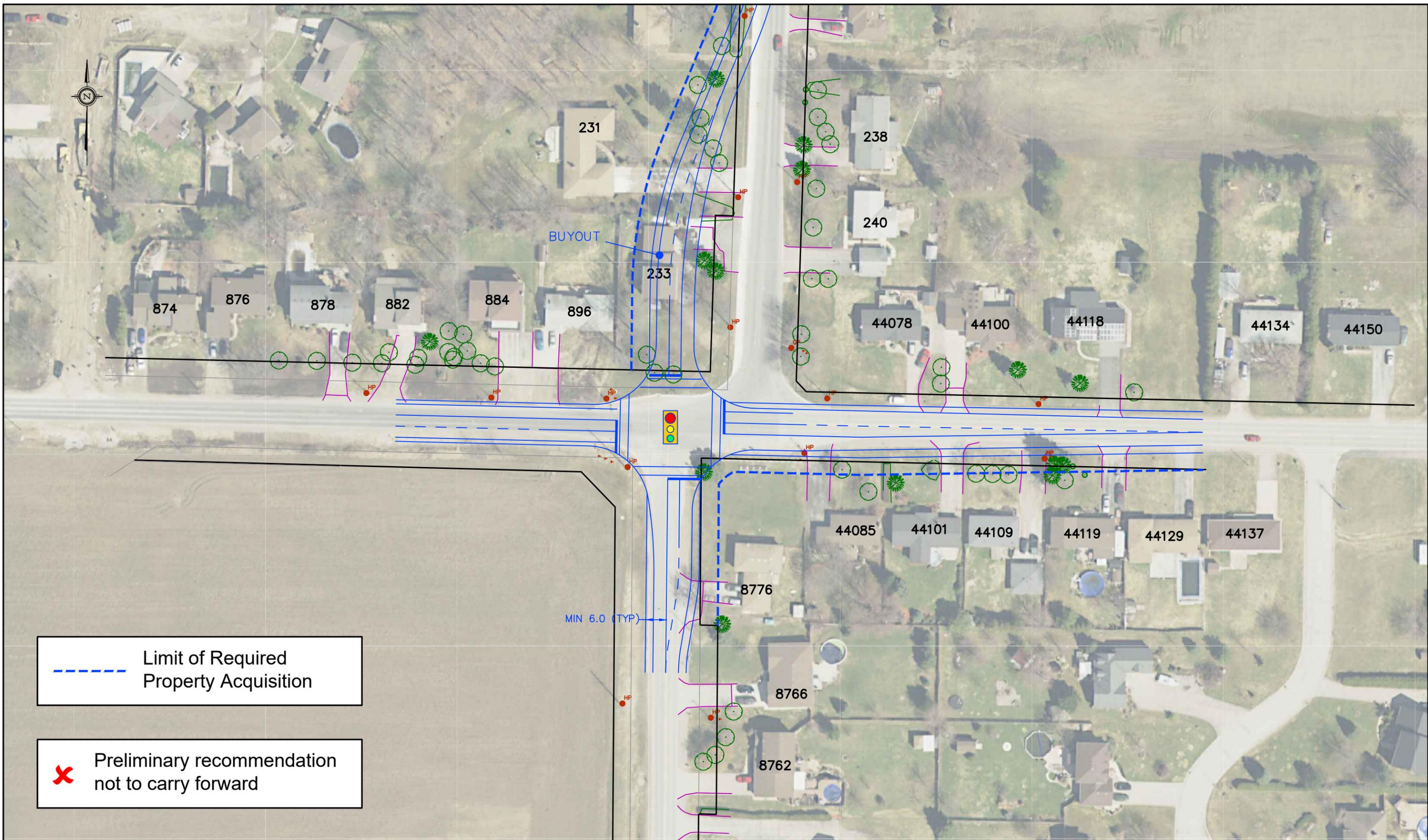
--- Limit of Required Property Acquisition

✗ Preliminary recommendation not to carry forward

BTE 20-002
2020-04-27

Centennial Road / Elm Street Intersection
Alternative 3c: Signalized Intersection with Realignment

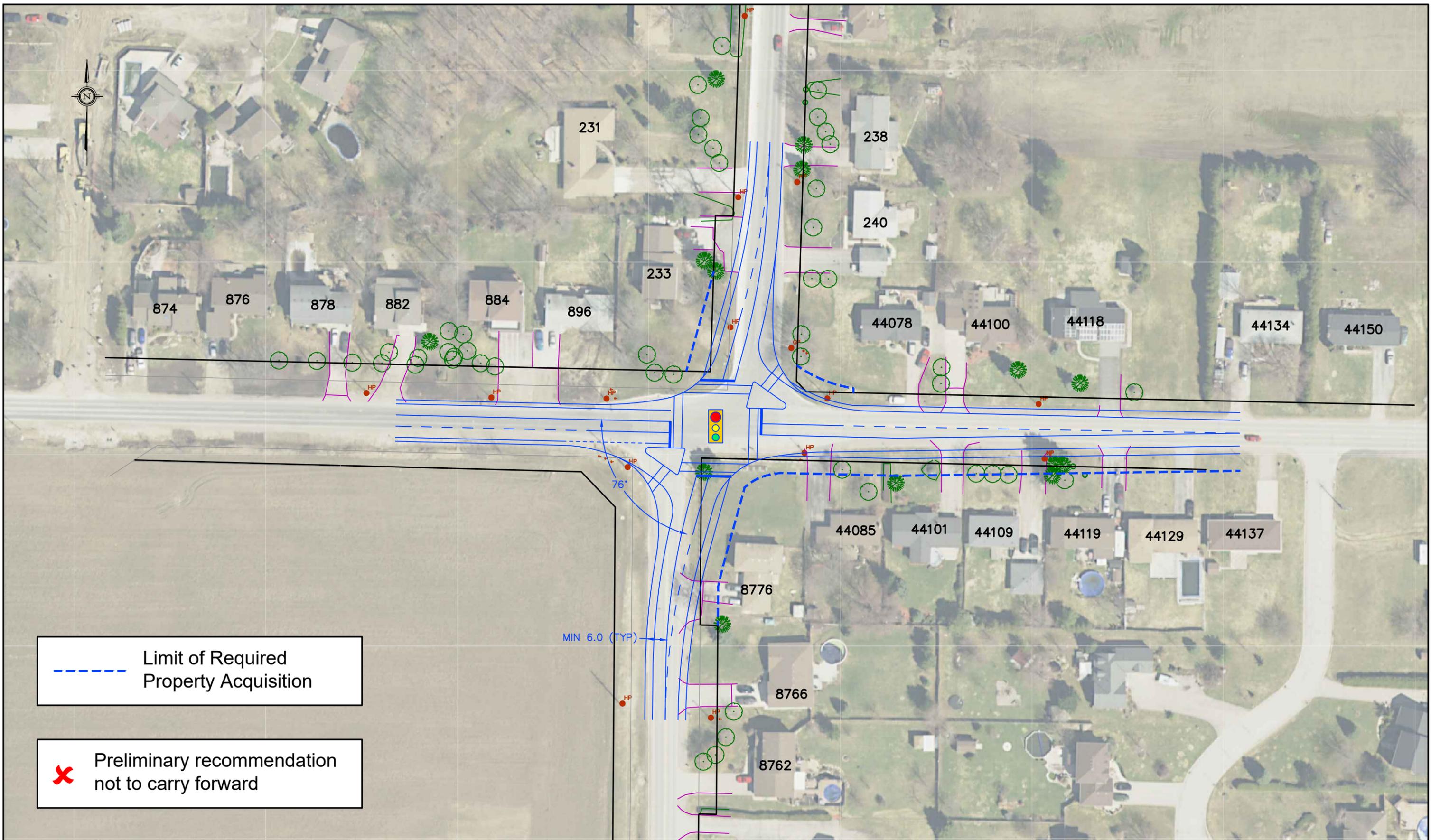




BTE 20-002
2020-04-29

Centennial Road / Elm Street Intersection
Alternative 3d: Signalized Intersection with Realignment





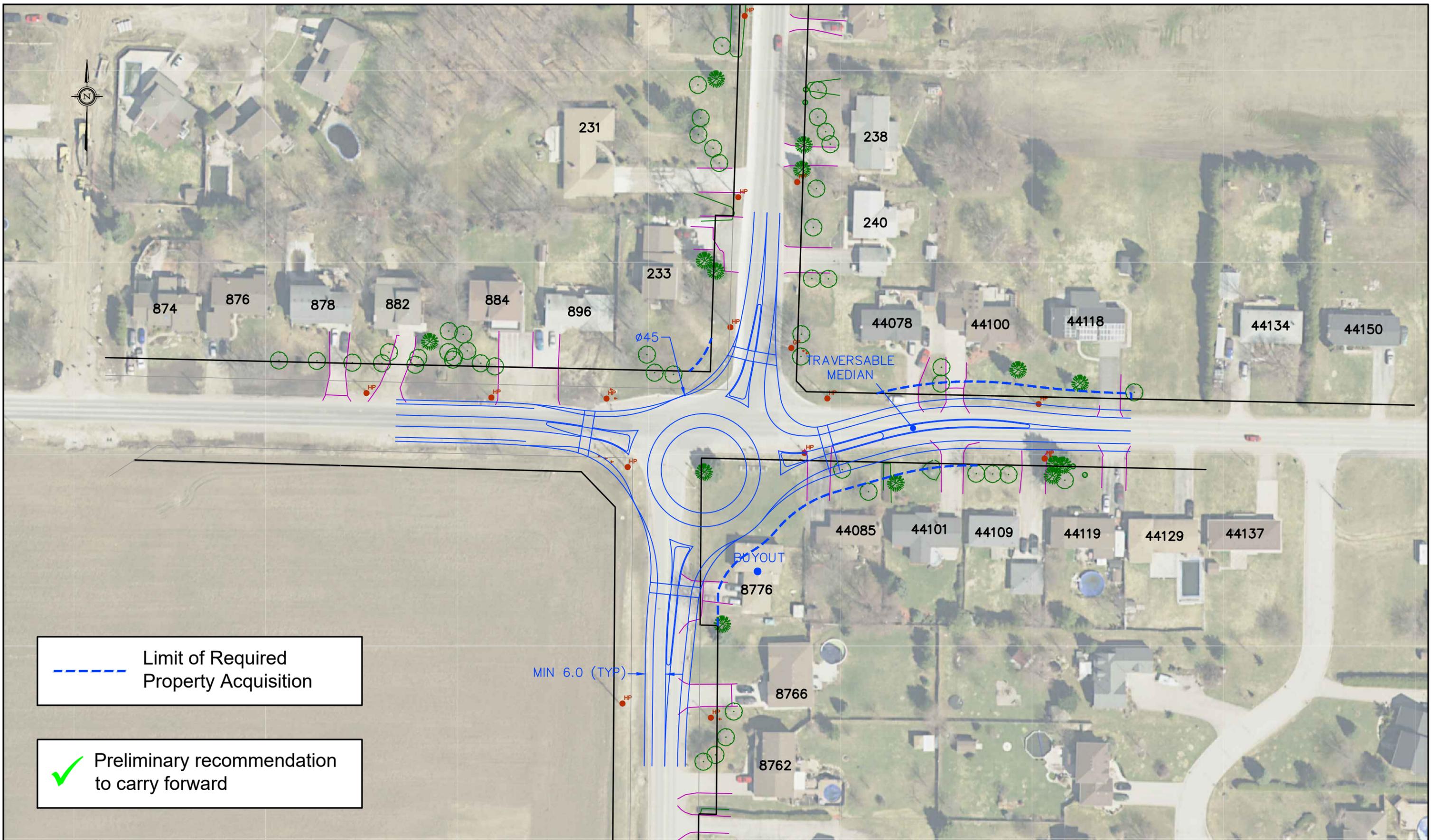

 Limit of Required Property Acquisition


 Preliminary recommendation not to carry forward

BTE 20-002
 2020-04-29

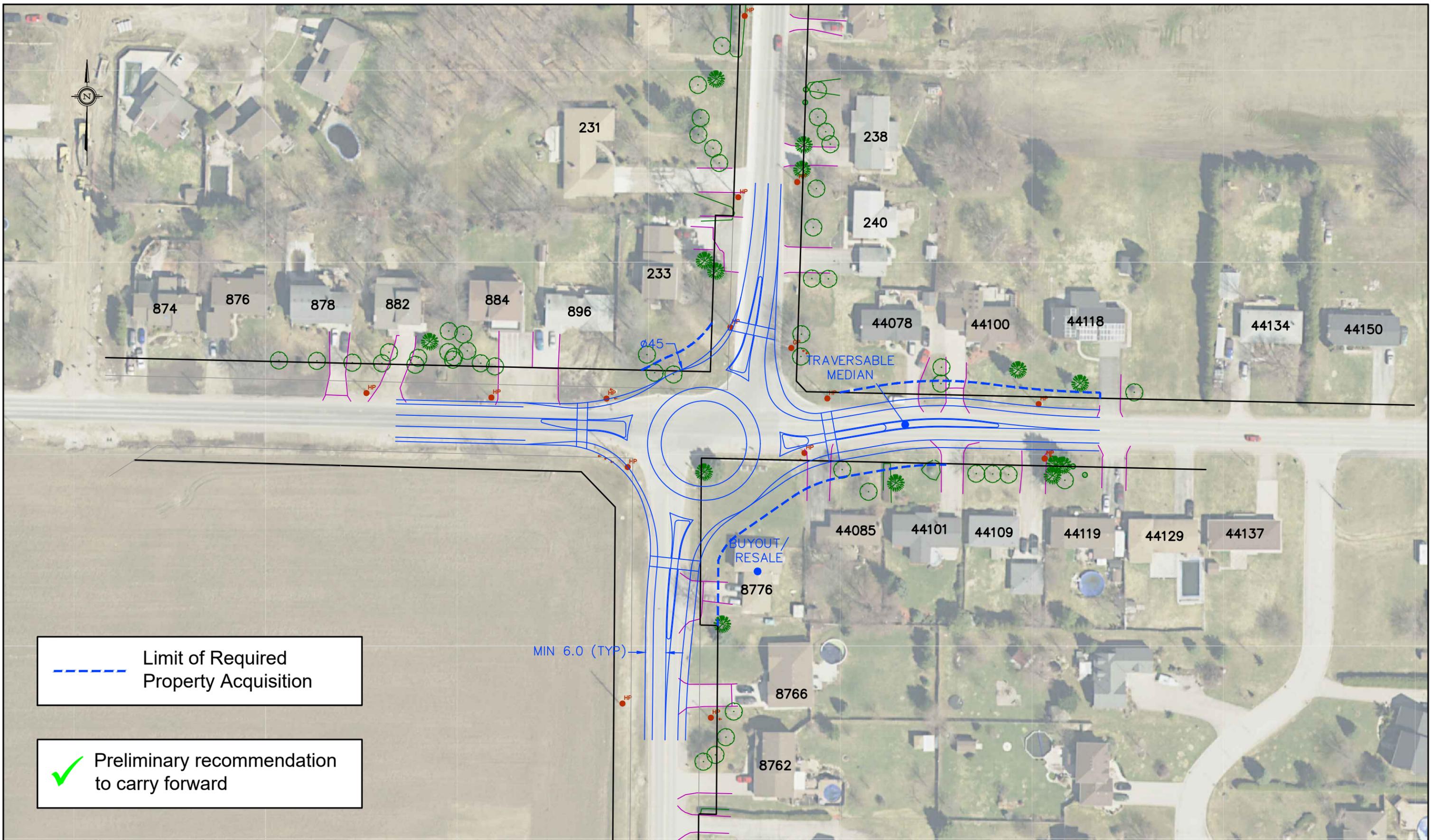
Centennial Road / Elm Street Intersection
 Alternative 3e: Signalized Intersection with Realignment and Right-Turn Channelization

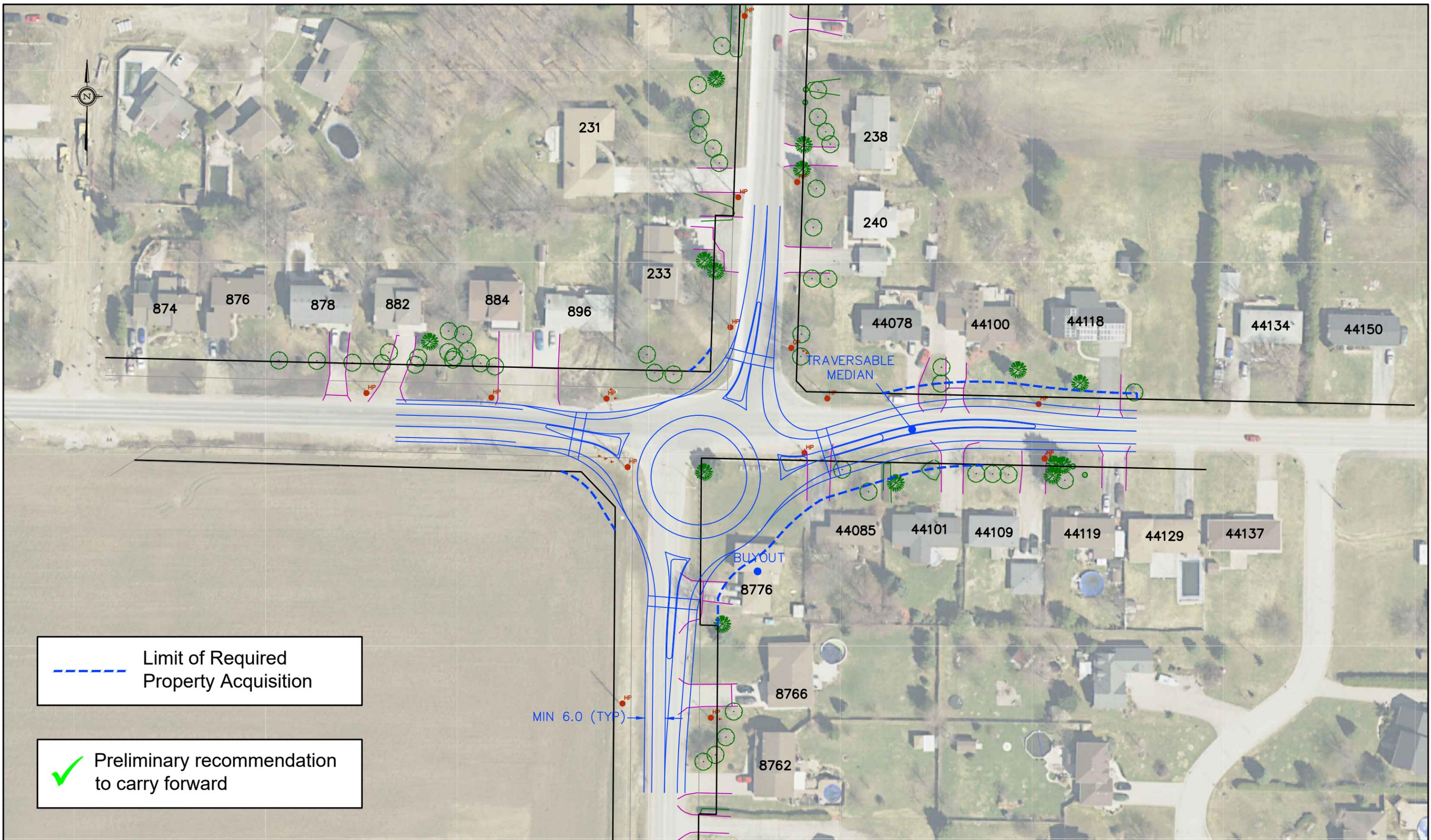




BTE 20-002
2020-04-29

Centennial Road / Elm Street Intersection
Alternative 4b: 45 m Roundabout





 Limit of Required Property Acquisition

 Preliminary recommendation to carry forward

BTE 20-002
 2020-04-29

Centennial Road / Elm Street Intersection
 Alternative 4d: 48 m Roundabout



Detailed Quantitative Evaluation Methodology - MATS Process

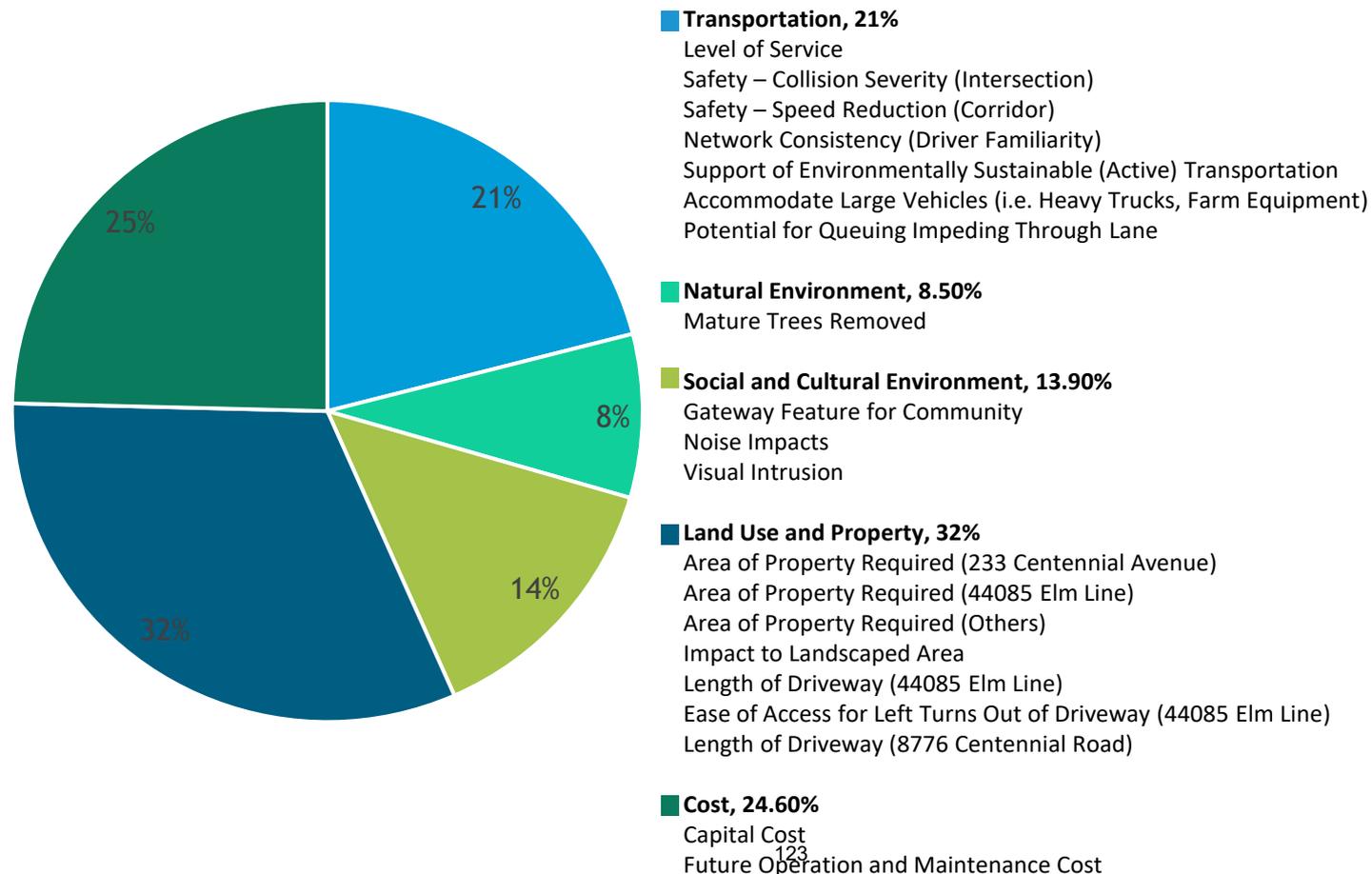
The evaluation approach to compare preliminary design alternatives, described as the Multi Attribute Trade-off System (MATS), is based on the “Weighted Additive Method” which focuses on the differences between the alternatives, addressing the complexity of the base data collected, and providing a traceable decision-making process. In addition, the method allows sensitivity tests to be performed because of the matrix configuration of the assessment and the use of numerical scores to measure the impact of the alternatives. The Evaluation Methodology Report is available as a reference document.

The initial task in the evaluation is to develop evaluation criteria from which alternatives will be assessed. This process includes the identification of “global” groups of factors followed by the selection of a number of “local” sub-factors under the global groups.

For this study an independent sensitivity test has been undertaken which places greater or less emphasis on a global factor and redistributing the weight to the other factors using the average values of the evaluation committee. Sensitivity testing will show the trade-offs between alternatives.

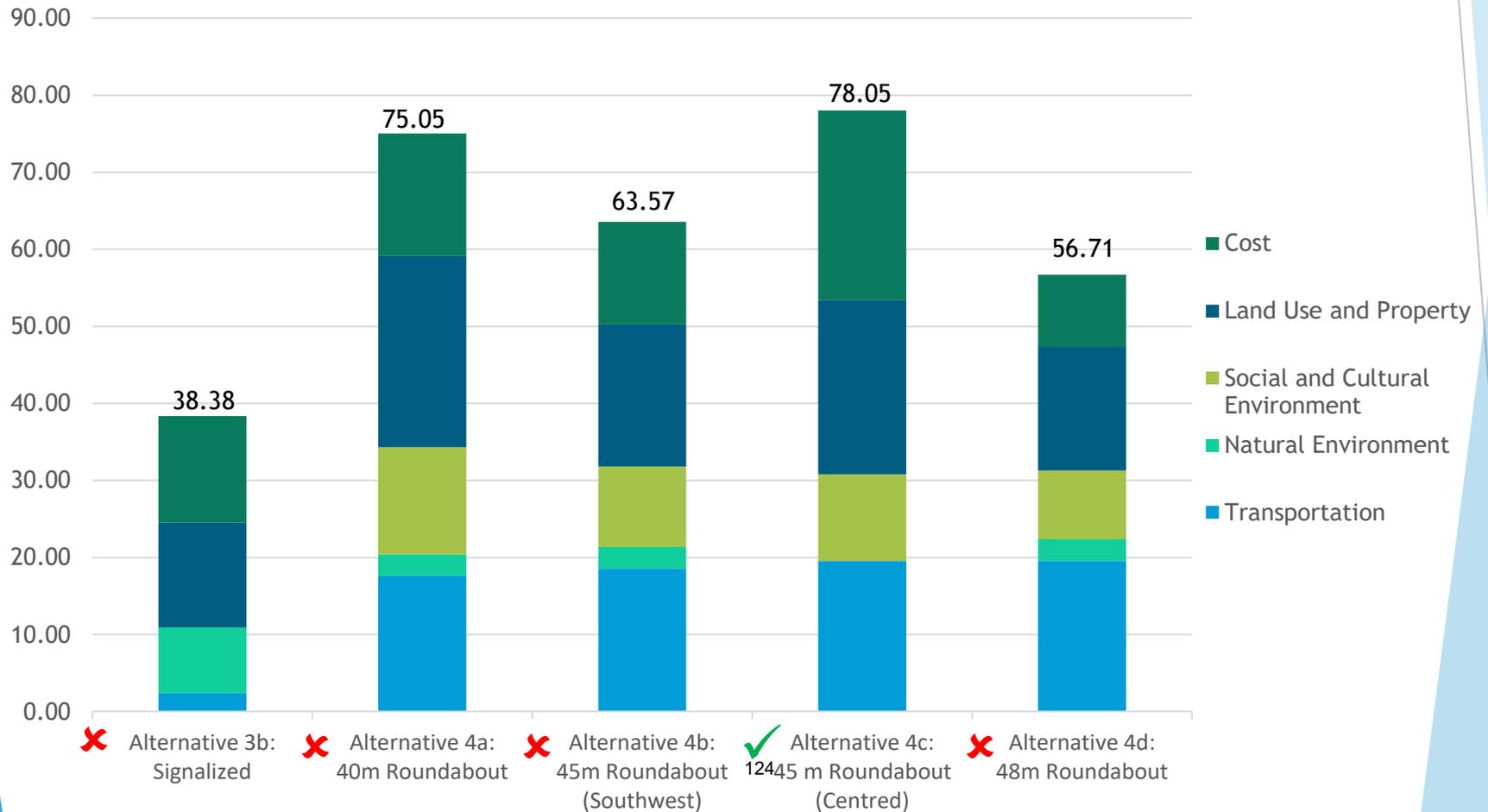
Detailed Quantitative Evaluation Methodology - MATS Process

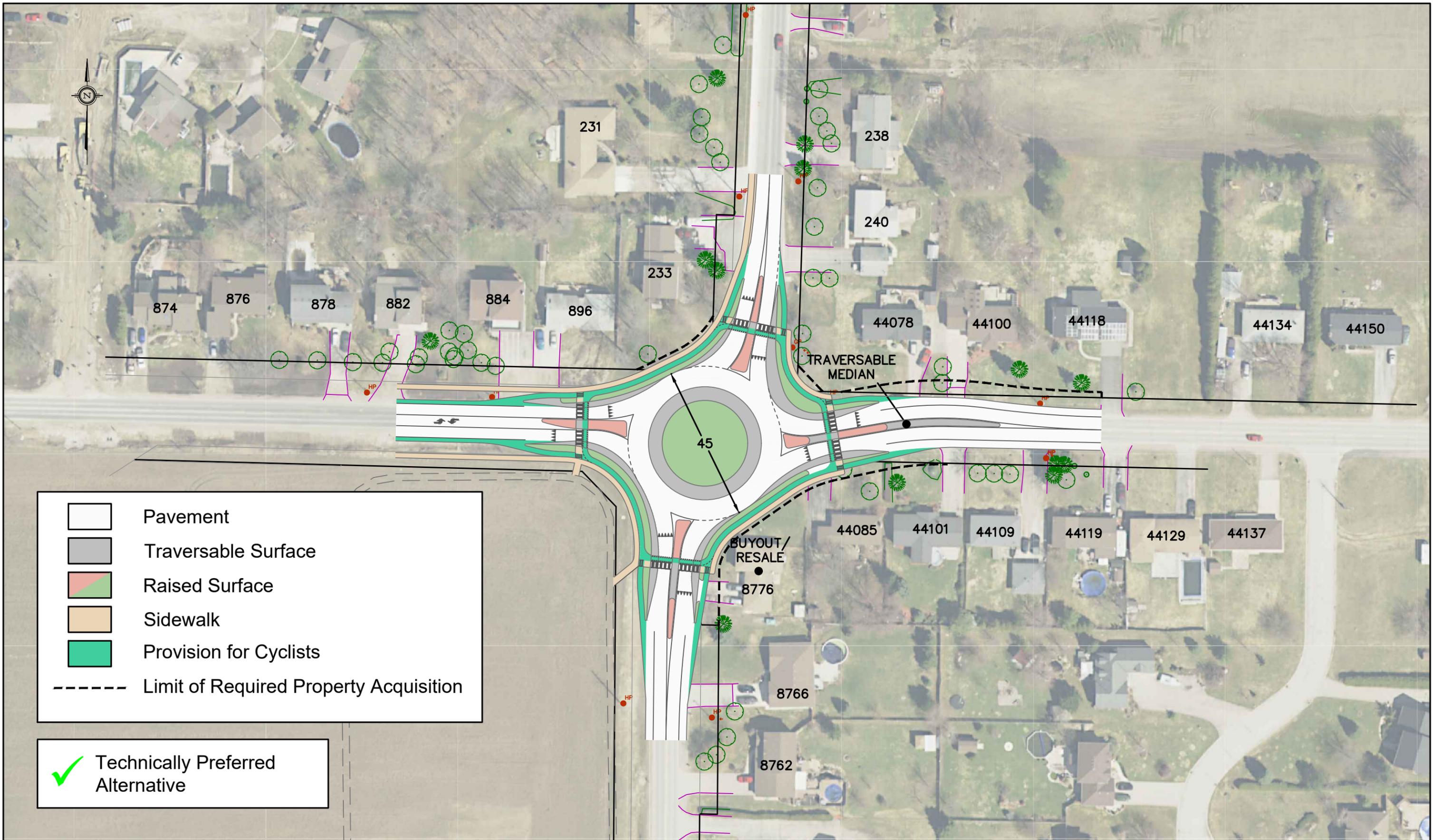
The ranking of alternatives was determined based on the evaluation and weights of various factors and subfactors that were established by the evaluation committee. This is the breakdown percentage of how each factor was valued. This measures the importance of each factor.



Detailed Quantitative Evaluation Methodology - MATS Process

The ranking of alternatives carried forward (as illustrated below) indicates the score for each alternative based on the performance of the listed factors and subfactors shown on the previous exhibit.





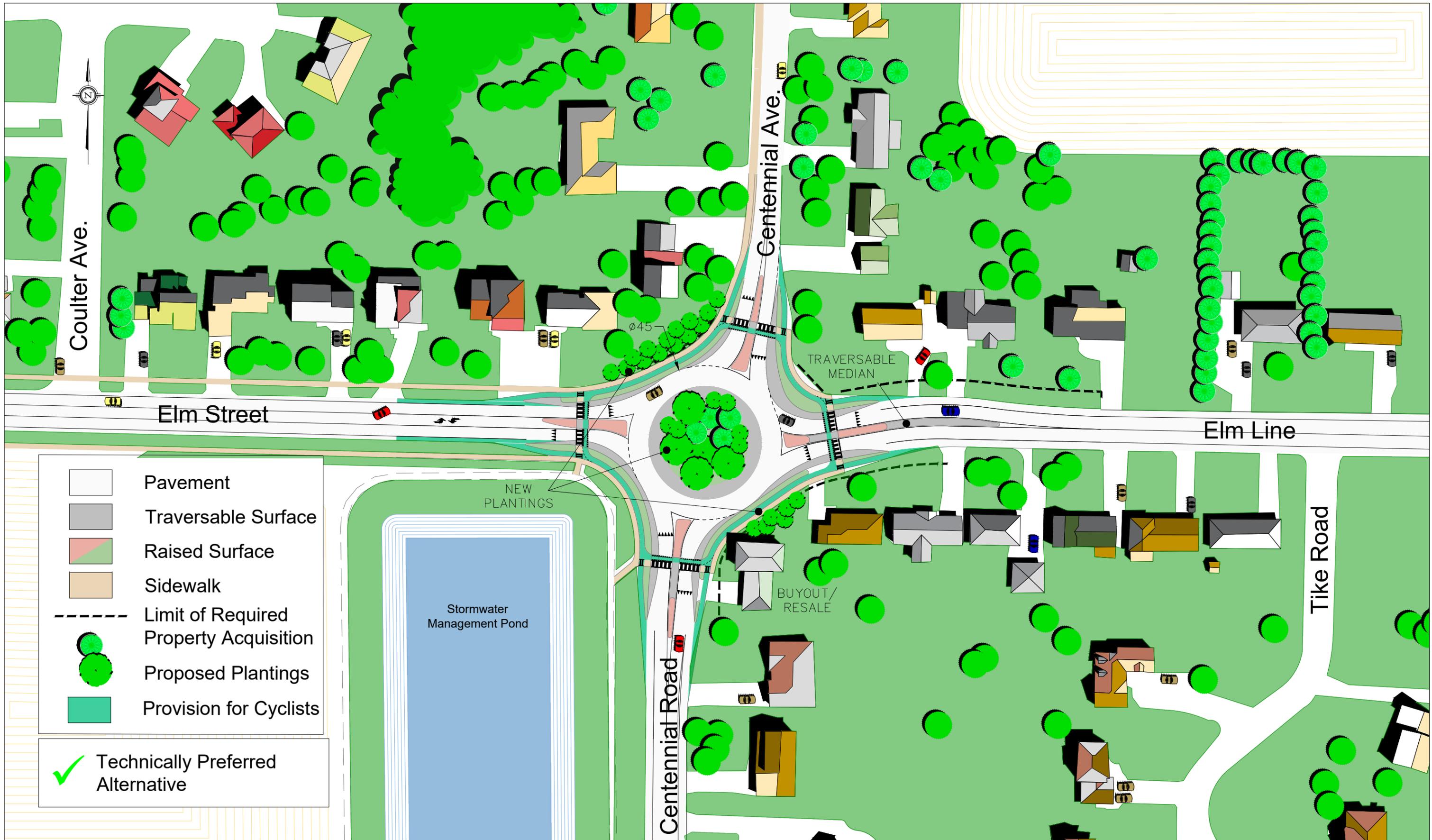
	Pavement
	Traversable Surface
	Raised Surface
	Sidewalk
	Provision for Cyclists
	Limit of Required Property Acquisition

Technically Preferred Alternative

BTE 20-002
2020-05-15
scale 1:1000

Centennial Road / Elm Street Intersection
Preliminary Design (Alternative 4c: 45m Roundabout, Centred)





Effects and Mitigation

The following table identifies mitigation measures that reflect the results of individual meetings with property owners and commitments by Elgin County to mitigate property impacts:

Issue/Impact	Mitigation Plan
Property Impacts to 233 Centennial Avenue	Partial property acquisition is proposed to accommodate the roundabout. This will include removal of the landscaped area/mature trees at the southern property line. Property owners will be compensated at fair market value. Landscaping/vegetation will be protected (where possible) or replaced.
Property Impacts to 8776 Centennial Road	Complete property acquisition is proposed to accommodate the roundabout. Property owners will be compensated at fair market value.
Property Impacts to 44085 Elm Line	Partial property acquisition is proposed to accommodate the roundabout. This will include a triangle of land across their front yard/ driveway. Property owners will be compensated at fair market value. Landscaping/vegetation will be protected (where possible) or replaced. The driveway may be realigned to the east to increase the offset from the roundabout. Vehicles will be able to make a left turn into/out of the driveway across a traversable median.
Property Impacts to Others	Partial property acquisitions (minor widenings) are proposed from several owners on Elm Street to accommodate the roundabout. Property owners will be compensated at fair market value. Landscaping/vegetation will be protected (where possible) or replaced.

Effects and Mitigation

The following table identifies mitigation measures that reflect commitments by Elgin County to mitigate environmental effects:

Issue/Impact	Mitigation Plan
Natural Environment	<p>The Study Area has been transformed from its natural state to accommodate residential land uses. An Environmental Protection Plan will be prepared during construction.</p> <p>Mature trees will be protected (where possible) or removed in compliance with the <i>Migratory Bird Convention Act</i>. Existing vegetation that is removed will be replaced in accordance with a landscaping/streetscaping plan.</p>
Noise	<p>Sound levels are projected to remain below 55 dBA (decibels). As a result sound barrier protection is not required.</p>
Visual Intrusion	<p>Construction of the roundabout will result in the roadway moving closer to some property owners with potential for headlight glare. Trees/vegetation will be planted to offset these impacts.</p>
Cultural Heritage / Archaeology	<p>The Study Area has been significantly disturbed and does not retain archaeological potential or cultural heritage significance.</p>
Utility Relocation	<p>Utilities will be relocated as required to accommodate the intersection improvements.</p>

Next Steps

Following this meeting we will:

- Review all comments
- Define mitigation plan and property requirements
- Prepare the Project File
- Proceed to Detail Design and construction

We want to hear from you!

- Please provide comments by filling out the comment form or by contacting the County's representative or the consultant below:

Steve Taylor, P.Eng.

EA Project Manager,
BT Engineering Inc.
509 Talbot Street
London, Ontario N6A 2S5
Tel: 519-672-2222
Email: stevenj.taylor@bteng.ca

Brian Lima, P.Eng.

County Engineer,
County of Elgin
450 Sunset Drive
St. Thomas, Ontario N5R 5V1
Tel: 519-631-1460 ext. 117
Email: blima@elgin.ca

Please provide your comments on or before **June 5, 2020.**

Thank you for your participation in the study.

- To receive updates on the project, request that your name/e-mail be added to the mailing list.
- Your input into this study is valuable and appreciated.

All information is collected in accordance with the *Freedom of Information and Privacy Act*.

FROM: Brian Lima, Director of Engineering Services
Mike Hoogstra, Purchasing Coordinator

DATE: May 19, 2020

SUBJECT: Operation of the Elgin Manor Wastewater Treatment Plant - Services Agreement Renewal

RECOMMENDATIONS:

THAT Staff be authorized to extend the contract with Ontario Clean Water Agency for an additional two-year term; and,

THAT the Warden and Chief Administrative Officer be authorized to sign a renewal services agreement as prepared to the satisfaction of the County Solicitor.

INTRODUCTION:

The Wastewater Treatment Plant located behind Elgin Manor is a fully automated plant and has been in operation since 2006. The plant has been operated by Ontario Clean Water Agency (OCWA) since the plant opened. The County's current agreement term with OCWA expires on December 31, 2020.

DISCUSSION:

In October 2015 the County issued a Request for Proposal to prequalified firms interested in operating the Elgin Manor Wastewater Treatment Plant. Following the evaluation of two proposal submissions based on the RFP criteria, Ontario Clean Water Agency (OCWA) achieved the highest overall score and was subsequently awarded by Council the five-year term operations and maintenance services contract at its December 10, 2015 meeting.

The existing services agreement commenced on January 1, 2016 and is set to expire on December 31, 2020. In accordance with the terms of the service agreement, the County at its discretion may renew the agreement for successive two, two-year terms upon mutual agreement between both parties.

Prior to expiry of the services agreement and based upon the satisfactory service performance provided by OCWA since 2016, administration staff recommends that the existing services agreement be renewed for an additional successive two-year term. The following cost for the successive two-year renewal term is calculated from the 2020 Annual Price of \$49,582 plus the CPI adjustment as calculated by Statistics Canada and any adjustment required for maintaining insurance:

2021 Annual Price - \$50,574
2022 Annual Price - \$51,585

CONCLUSION:

The County's existing services agreement for the operation of the Elgin Manor Wastewater Treatment plant is set to expire at the end of this year. Based on satisfactory performance provided by OCWA since 2016, staff recommends that the existing services agreement with Ontario Clean Water Agency be renewed for an additional successive two-year term.

All of which is Respectfully Submitted

Approved for Submission

Brian Lima
Director of Engineering Services

Julie Gonyou
Chief Administrative Officer

Mike Hoogstra
Purchasing Coordinator



REPORT TO COUNTY COUNCIL

FROM: Brian Lima, Director of Engineering Services
Mike Hoogstra, Purchasing Coordinator

DATE: May 19, 2020

SUBJECT: Contract Award – Culvert Sliplining and Culvert Replacement
Tender No. 2020-T13

RECOMMENDATIONS:

THAT Gary D. Robinson Contracting be selected for the Culvert Sliplining and Culvert Replacement Project, Tender No. 2020-T13 at a total price of \$399,900.00, inclusive of a contingency allowance and exclusive of H.S.T.; and,

THAT the Warden and Chief Administrative Officer be authorized to sign the contract.

INTRODUCTION:

As part of the approved 2020 Capital Budget, a tender was advertised and issued as per the County's Procurement Policy for Culvert Sliplining and Culvert Replacement on Wellington Road (CR25), John Wise Line (CR45) and at nine (9) other locations throughout the County.

DISCUSSION:

A total of four (4) contractors downloaded tender documents for this project. Two (2) contractors submitted electronic bids for this tender which closed on May 15, 2020. Bids were received as follows:

Company	Bid Price (exclusive of taxes)
Gary D. Robinson Contracting Ltd.	\$399,900.00
Network Sewer and Watermain Ltd.	\$785,332.70

Gary D. Robinson Contracting submitted the lowest compliant bid for the project at a total price of \$399,900.00 inclusive of a \$25,000 contingency allowance and exclusive of HST. The submitted bid is within budget estimates.

The following summary of projected estimated costs is provided for review and will be confirmed throughout the project:

Construction ¹	\$ 399,999.00
Net HST (1.76%)	\$ 7,039.98
Total Projected Costs	\$ 407,038.98

Combined 2019/2020 Approved Capital Budget	\$ 430,000.00
Forecast Budget Surplus/(Deficit)	\$ 22,961.02

¹*Includes a \$25,000 contingency allowance.*

CONCLUSION:

The recommended Contractor has completed many projects for the County in the past. Work on this project is expected to begin in June with completion scheduled for the end of September.

As per the County of Elgin’s Purchasing Policy, if change orders are required and the cost increases above the tender amount approved by Council by less than 10%, and the amount is within the overall budgeted project amount, work will proceed upon authorization by the Director. However, if the cost increases above the tender amount approved by Council by more than 10%, the Director will prepare a further report to Council outlining the expenditures.

All of which is Respectfully Submitted

Approved for Submission

Brian Lima
Director of Engineering Services

Julie Gonyou
Chief Administrative Officer

Mike Hoogstra
Purchasing Coordinator

Addressing Elgin County's Connectivity Challenges

Julie Gonyou, Chief Administrative Officer

May 26, 2020



ElginCounty
Progressive by Nature

Highlights

- ▶ County Council Strategic Plan 2020-2022
- ▶ Connectivity Challenges: An Overview
- ▶ TVDSB & Cisco Canada Partnership
- ▶ Current Situation – Elgin County
- ▶ Council Actions to Date – SWIFT Network
- ▶ Solving Elgin’s Connectivity Challenges: Next Steps
- ▶ Connectivity Committee (priorities/staff support)
- ▶ Conclusion

Elgin County Council's Strategic Plan 2020-2022

All levels of government have a role to play in ensuring connectivity is in place to meet community needs. Elgin County Council can help to explore options and coordinate local efforts, but partnerships and collaboration will be essential to defining, developing and continuing to grow a network to serve all of Elgin County.

- ▶ Elgin County Council – Strategic Priority
 - ▶ Quality of Place

- ▶ Staff Action Plan
 - ▶ Develop a business case with private providers to ensure wider access to reliable, affordable internet
 - ▶ Objectives and Deliverables: Connect with businesses to identify gaps in service and opportunities for joint venture; and consider hosting a local Internet Summit.
 - ▶ Notes: SWIFT investment and key link to Financial Services (IT) and Economic Development

Connectivity Challenges: An Overview

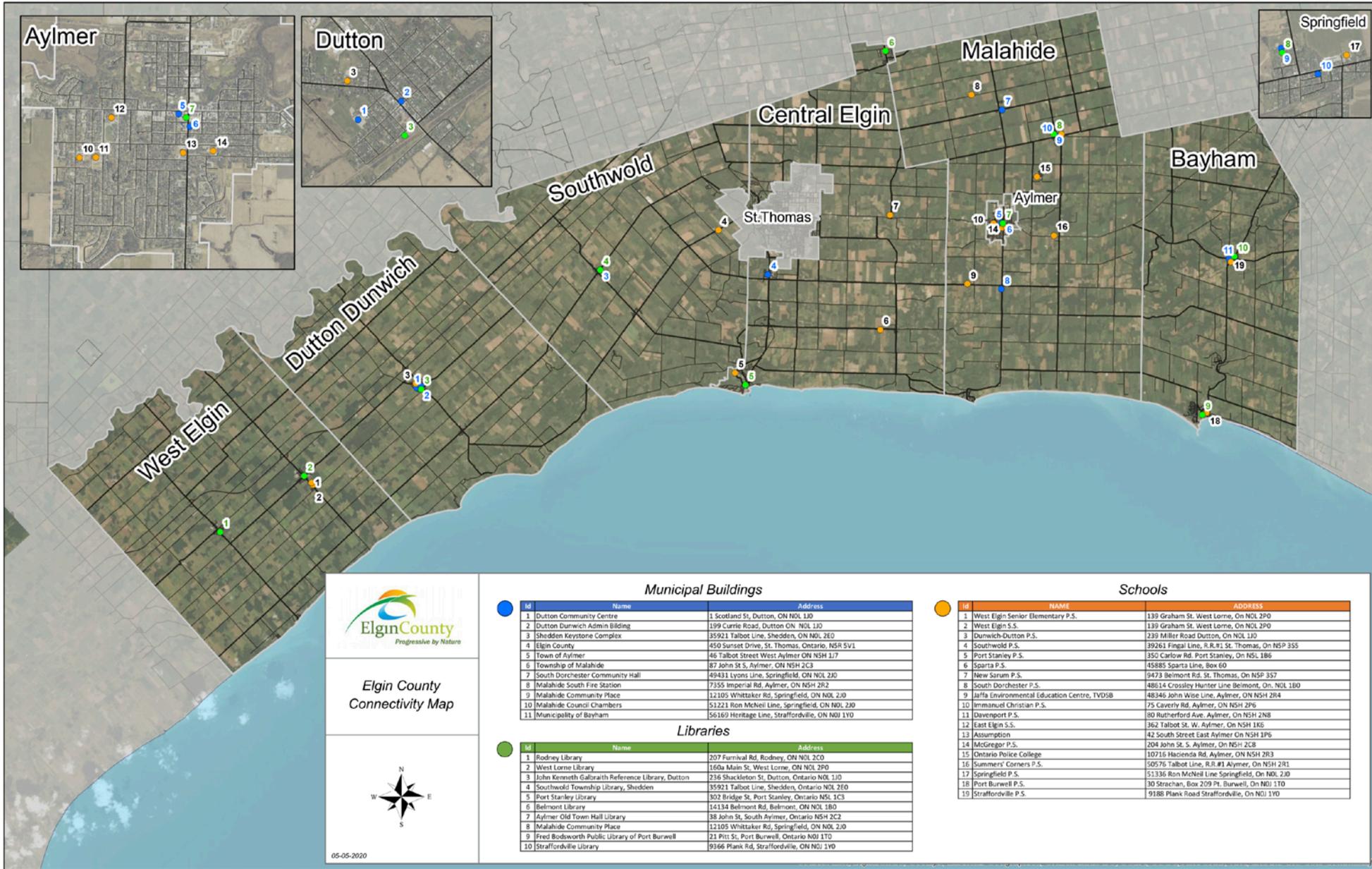
- ▶ As our society and economy increasingly rely on electronic and online interactions, Elgin County must be prepared for and embrace this evolution.
- ▶ Fast, effective internet connections are vital for the County's success in delivering our services and interacting with residents. It is also an essential tool for citizens to participate in their community, and for businesses to reach and respond to their customers.
- ▶ Reliable digital connectivity is also critical to support economic development and attract new investment to Elgin County.
- ▶ We know we have significant connectivity challenges in Elgin County. We recognize the importance of connectivity as an indispensable part of our infrastructure as our community has become increasingly connected through digital and online platforms as a result of the COVID-19 pandemic.
- ▶ A solution is needed to address this long-standing priority for our community to support innovation and economic development.

Connectivity Challenges: An Overview

- ▶ Many parts of Elgin County, particularly the small urban areas, are benefitting from infrastructure upgrades by internet service providers (ISPs).
- ▶ There are gaps in locations with low customer densities, particularly in Elgin's more rural areas.
- ▶ Additionally, many businesses have identified the capital costs of upgrading and/or installing broadband infrastructure to their location as being cost prohibitive.
 - ▶ This hinders their ability to take advantage of innovative internet-based technologies, which can create a downstream impact on long-term business viability.

Connectivity Challenges: TVDSB & Cisco Canada Partnership

- ▶ Thames Valley District School Board (TVDSB), Cisco Canada and the Counties of Middlesex, Oxford and Elgin are working together to make wireless internet more accessible to families during the pandemic.
- ▶ To bridge gaps in internet accessibility, CISCO will be assisting in the enhancements of Wi-Fi signals outside select schools and municipal buildings.
- ▶ Community members can connect to the internet free of charge and without the need for passwords.
- ▶ Work is ongoing.
- ▶ The following map shows Wi-Fi availability at TVDSB schools, Elgin's ten (10) public libraries and municipal buildings.



**Elgin County
Connectivity Map**



05-05-2020

Municipal Buildings

Id	Name	Address
1	Dutton Community Centre	1 Scotland St, Dutton, ON N0L 1J0
2	Dutton Dunwich Admin Bldg	199 Currie Road, Dutton ON N0L 1J0
3	Shedden Keystone Complex	35921 Talbot Line, Shedden, ON N0L 2E0
4	Elgin County	450 Sunset Drive, St. Thomas, Ontario, N5H 5V1
5	Town of Aylmer	46 Talbot Street West Aylmer ON N5H 1J7
6	Township of Malahide	87 John St S, Aylmer, ON N5H 2C3
7	South Dorchester Community Hall	49431 Lyons Line, Springfield, ON N0L 2J0
8	Malahide South Fire Station	7355 Imperial Rd, Aylmer, ON N5H 2R2
9	Malahide Community Place	12105 Whittaker Rd, Springfield, ON N0L 2J0
10	Malahide Council Chambers	51221 Ron McNeil Line, Springfield, ON N0L 2J0
11	Municipality of Bayham	56169 Heritage Line, Straffordville, ON N0J 1Y0

Libraries

Id	Name	Address
1	Rodney Library	207 Furnival Rd, Rodney, ON N0L 2C0
2	West Lorne Library	160a Main St, West Lorne, ON N0L 2P0
3	John Kenneth Galbraith Reference Library, Dutton	236 Shackleton St, Dutton, Ontario N0L 1J0
4	Southwold Township Library, Shedden	35921 Talbot Line, Shedden, Ontario N0L 2E0
5	Port Stanley Library	302 Bridge St, Port Stanley, Ontario N5L 1C3
6	Belmont Library	14134 Belmont Rd, Belmont, ON N0L 1B0
7	Aylmer Old Town Hall Library	38 John St, South Aylmer, Ontario N5H 2C2
8	Malahide Community Place	12105 Whittaker Rd, Springfield, ON N0L 2J0
9	Fred Bodsworth Public Library of Port Burwell	21 Pitt St, Port Burwell, Ontario N0J 1T0
10	Straffordville Library	9366 Plank Rd, Straffordville, ON N0J 1Y0

Schools

Id	NAME	ADDRESS
1	West Elgin Senior Elementary P.S.	139 Graham St, West Lorne, ON N0L 2P0
2	West Elgin S.S.	139 Graham St, West Lorne, ON N0L 2P0
3	Dunwich-Dutton P.S.	239 Miller Road Dutton, On N0L 1J0
4	Southwold P.S.	39261 Fingal Line, R.R.#1 St. Thomas, On N5P 3S5
5	Port Stanley P.S.	350 Carlow Rd, Port Stanley, On N5L 1B6
6	Sparta P.S.	45885 Sparta Line, Box 60
7	New Sarum P.S.	9473 Belmont Rd, St. Thomas, On N5P 3S7
8	South Dorchester P.S.	48614 Crossley Hunter Line Belmont, On, N0L 1B0
9	Jaffa Environmental Education Centre, TVDSB	48346 John Wise Line, Aylmer, ON N5H 2R4
10	Immanuel Christian P.S.	75 Caverly Rd, Aylmer, ON N5H 2P6
11	Davenport P.S.	80 Rutherford Ave, Aylmer, On N5H 2N8
12	East Elgin S.S.	362 Talbot St, W. Aylmer, On N5H 1K6
13	Assumption	42 South Street East Aylmer On N5H 1P6
14	McGregor P.S.	204 John St. S, Aylmer, On N5H 2C8
15	Ontario Police College	10715 Hacienda Rd, Aylmer, ON N5H 2R3
16	Summers' Corners P.S.	50576 Talbot Line, R.R.#1 Aylmer, On N5H 2R1
17	Springfield P.S.	51336 Ron McNeil Line Springfield, ON N0L 2J0
18	Port Burwell P.S.	30 Strachan, Box 209 Pt. Burwell, On N0J 1T0
19	Straffordville P.S.	9188 Plank Road Straffordville, On N0J 1Y0

Current Situation – Elgin County

	TOTAL	UNDERSERVED	%
Road Metres	2,358 km	1,852 km	79%
Parcels	20,535	6,072	29.5%

- Approximately 3.3 premises/km in underserved areas (extremely low density)
- Services are deployed based on market demand, and supported by business case analyses by ISPs. ISPs are typically not going to serve these areas without subsidy as areas with lower customer densities, like rural areas and employment areas, may have limited service options and service speeds. There is not a sufficient cost-benefit motivation for ISPs to upgrade existing infrastructure.
- Wireless ISPs may target some areas, but service is typically spotty and unreliable.

Council Actions to Date – SWIFT Network

- ▶ In September 2017, Elgin County Council committed \$527K to the SWIFT Network.
- ▶ This project includes 15 Western Ontario Wardens Caucus member municipalities, 5 Municipal capital contributing members (Caledon, Niagara, Waterloo, London and Windsor).
- ▶ SWIFT is funded under the Small Communities Fund (SCF)
- ▶ This project has three (3) phases:
 - ▶ Phase 1: Business Case Development
 - ▶ Phase 2: Projects in Norfolk, Wellington and Lambton
 - ▶ Phase 3: Project roll out to remaining municipalities

Council Actions to Date – SWIFT Network

- ▶ SWIFT funding model includes:
 - ▶ 1/3 Federal (\$63.7M)
 - ▶ 1/3 Provincial (\$63.7M)
 - ▶ 1/3 Private Sector (\$63.7M)
 - ▶ Municipal Capital Contributors (administration, overhead and non-Small Communities Fund eligible projects) (\$17.6M)
- ▶ SWIFT is technology agnostic and will allow bids that include any 'standards-based' technologies so long as they meet the 50/10 target.
- ▶ Through a Request for Proposal (RFP) process, the ISPs will determine which areas and technologies to propose.

Council Actions to Date – SWIFT Network

- ▶ Initial SWIFT start-up delays have been corrected.
- ▶ SWIFT is focused on providing access to end users and not a redundant core backbone throughout Southwestern Ontario.
- ▶ SWIFT is targeting 22% of premises in Southwestern Ontario, but will not solve the whole problem.
- ▶ Majority of construction expected to be late 2021 to mid-2023.
- ▶ It is important to note that the SWIFT project alone will not solve Elgin County's connectivity challenges.

Solving Elgin's Connectivity Challenges: Next Steps

- ▶ Addressing Elgin County's specific connectivity challenges requires a combined effort by many stakeholders. This includes:
 - ▶ Owners and operators of broadband and internet infrastructure (ISPs);
 - ▶ Individual users (residents, businesses and institutions); and
 - ▶ All levels of government.
- ▶ Elgin County's Role:
 - ▶ Supporter and facilitator of broadband and internet infrastructure, with a focus on:
 - ▶ Creating an environment of coordination and collaboration;
 - ▶ Addressing service gaps; and
 - ▶ Supporting improved access and affordability of services.

Council Actions to Date – Advocacy Efforts

- ▶ On May 18, 2020, advocacy letters were sent by the Warden to MPP Yurek and MP Vecchio, requesting a meeting to discuss local solutions.
 - ▶ Elgin should push for a share of Canadian Radio-television and Telecommunications Commission (CRTC) Funding and Universal Broadband Fund; and
 - ▶ Elgin should support all ISPs in our area for proposals for senior government funding.
 - ▶ Elgin County is not an ISP. Council's efforts should support the expansion of broadband and internet connectivity, in cooperation with other levels of government, stakeholders and ISPs.

Connectivity Committee

- ▶ It is recommended that Elgin County Council establish a committee to focus its efforts and improve access to high-speed internet for businesses, institutions and residents across the County.
- ▶ The Connectivity Committee's focus would be to:
 - ▶ Work with local ISPs to encourage investments that will provide higher connectivity speeds within Elgin County;
 - ▶ Determine and address service gaps;
 - ▶ Create an environment that facilitates open, competitive and innovative services and provides support for applications for funding from senior levels of government; and
 - ▶ Maximize the efficient investment of both public and private sector funding to improve connectivity throughout Elgin County and supporting improved access and affordability of services.

Committee Priorities

- ▶ **Education and Advocacy Priorities**
 - ▶ Create awareness of the issues and opportunities relating to broadband
 - ▶ Working with senior levels of government to advocate for equitable funding for rural communities
- ▶ **Municipal Process Priorities**
 - ▶ Investigating, developing, adopting and sharing processes that enable public and private investments in broadband infrastructure across Elgin County;
- ▶ **Infrastructure and Investment Priorities**
 - ▶ Facilitate the efficient and effective delivery of public and private investments in broadband infrastructure across Elgin County.

Committee - Staff Support

- ▶ Chief Administrative Officer
- ▶ General Manager – Economic Development
- ▶ Director of Financial Services (oversees IT Dept.)
- ▶ Staff will be responsible for:
 - ▶ Soliciting agenda items and preparing materials and agendas for meetings;
 - ▶ Meeting related activities, including: draft workplan development, monitoring, maintenance and reporting; activities to support completion of deliverables of the Committee and overall administration of the Committee
 - ▶ Committee input will be integrated into staff work plans and reports to Council, as appropriate.

Council Actions - Continued

- Plan for a virtual summit – intended to gather feedback from ISPs
 - Report included in May 26, 2020 agenda

Conclusion

- The Provincial and Federal Governments have made efforts to ensure equitable access to broadband technology and services.
- Accessible high-speed internet is no longer a luxury, but a basic requirement for everyday economic, social and cultural activities.
- Effective implementation can result in new and improved online services, include commerce, government, health and education.
- Solving Elgin's connectivity challenges can benefit our community's economy and workforce.
- Through Council's focus on supporting equitable access initiatives and collaborative efforts, including private sector investments, will help stimulate a healthy, competitive market.

Questions/Comments



REPORT TO COUNTY COUNCIL

FROM: Julie Gonyou, Chief Administrative Officer

DATE: May 18, 2020

SUBJECT: Terms of Reference: Environmental Committee and Connectivity Committee

RECOMMENDATIONS:

THAT the report from the Chief Administrative Officer, titled “Terms of Reference: Environmental Committee and Connectivity Committee” dated May 18, 2020 be received and filed; and

THAT Council establish two new Committees, being an Environmental Committee and a Connectivity Committee and approve Terms of Reference for each Committee, as amended; and

THAT Council appoint two (2) Members of County Council to the Environmental Committee and two (2) Members of County Council to the Connectivity Committee; and further

THAT staff be directed to amend Council’s Committee By-Law 19-40 for Council’s approval at a future meeting of County Council.

INTRODUCTION:

The purpose of this report is to recommend that Elgin County Council establish two (2) new Committees:

1. Environmental Committee; and
2. Connectivity Committee.

As well, this report recommends Council’s review of and approval for Terms of Reference to support each of the new Committees (attached).

LINK TO STRATEGIC PLAN:

Environmental Committee

As part of County Council’s Strategic Planning Process, Council established the priority “Growing Elgin: to be the place where people want to live, work and play.” The objective associated with this priority is “fostering a healthy environment.” It is recommended that Council establish a Committee that will develop an annual plan that identifies ways to reduce the County’s environmental footprint.

Connectivity Committee

Within the same priority “Growing Elgin: To be the place where people want to live, work and play”, Council’s objective “enhancing quality of place” includes the development of a business case with private providers to ensure wider access to reliable, affordable internet. It is recommended that Elgin County Council establish a Connectivity Committee to provide the most efficient and effective mechanism to facilitate Council’s involvement in the implementation of any local connectivity solutions. This structure will also assist in soliciting and managing engagement from local municipalities and other stakeholders.

TERMS OF REFERENCE

Draft Terms of Reference for the new Committees are attached. Staff anticipate receiving feedback and Council direction with respect to the Terms of Reference, specifically, Membership and Mandate. Feedback will be incorporated and presented to County Council, along with any other necessary amendments to Council’s Committee By-Law 19-40 at a future meeting.

FINANCIAL IMPLICATIONS

Resources allocated to the development of the aforementioned Committees and any associated action-items will be implemented primarily through the Administrative Services and Economic Development budgets, in partnership with external program delivery partners, when possible. Funding to support any programs, workshops or other initiatives will be considered by Council on a case-by-case basis.

LOCAL MUNICIPAL IMPACT

Ongoing participation by and partnerships with and amongst the local municipalities are critical to the execution of any outcomes resulting from the Committee’s work and will continue to be key in successfully identifying and implementing broader priorities for their respective communities.

CONCLUSION:

In support of the Elgin County Council Strategic Plan 2020-2022, it is recommended that County Council establish two (2) new Committees which will focus on priority actions to address specific goals/focus areas identified in its Strategic Plan and help Council engage with the public and key stakeholders.

Schedule B -2 - Advisory Committee – Environmental Committee

TERMS OF REFERENCE



Committee Name:	Environmental Committee
Committee Type:	Advisory Committee
	<p>Role: To provide recommendations, advice and information to Council on those specialized matters which relate to the purpose of the Advisory Committee, to facilitate public input to County Council on programs and ideas to assist in enhancing the quality of life of the Community, in keeping with Council’s Strategic Plan principles.</p> <p>Advisory committees shall not give direction to staff, nor shall Advisory Committees request, without the approval of Council, the preparation of any administrative reports, research or work assignments.</p>
Reporting to:	Elgin County Council
Enabling Legislation/ By-Law (if applicable)	<ul style="list-style-type: none"> • n/a
Staff Support:	Chief Administrative Officer/Clerk
Department Linkage:	Administration
Term of Appointment:	Term Coincides with that of Elgin County Council
Financial Impact:	Staff Resources Required
Meeting Frequency:	Approximately 1 meeting/month; meetings will be called at the discretion of the Chair. When possible, input and consultation of the Advisory Committee will take place in a virtual manner by engaging subject matters one on one, via electronic communication and feedback and/or via teleconference.
Chair/Vice Chair	Chair will be appointed by Committee annually.
Skills/Qualifications	<p>Members shall be selected and recruited on the basis of the following characteristics:</p> <ul style="list-style-type: none"> • Special expertise and interest in environmental advocacy/issues; and • Experience, dedication and commitment to the mandate of the Committee
Membership/Composition	<p>The Advisory Committee will be comprised of members who are identified to reflect a wide range of relevant knowledge, expertise and experience with cross-sectoral representation.</p> <p>The Advisory Committee must, at minimum, consist of the following members:</p> <ul style="list-style-type: none"> • Two (2) Members of Elgin County Council • Warden • One (1) representative from each Conservation Authority in Elgin County • Four (4) members-at-large – citizen appointees

	<ul style="list-style-type: none"> • One (1) representative of an environmental and/or private sector interest group • One (1) representative of the Industrial/Commercial/Institutional Sector
Mandate:	<p>To provide information, advice and assistance to Council and staff of the County of Elgin on environmental issues impacting the County. The Environmental Advisory Committee provides input, advice and makes recommendations on environmental matters affecting the County of Elgin.</p> <p>The Advisory Committee is responsible for the following:</p> <ul style="list-style-type: none"> • To serve as an advisory, resource and information support group to the Rural Initiatives and Planning Advisory Committee, Municipal council and its Committees as required, and to the citizenry to encourage and promote sustainable programs and functions.
Compensation:	n/a
Objectives:	<p>Members of the Environmental Advisory Committee shall:</p> <ul style="list-style-type: none"> • Provide input and comments on policies, procedures and regulations of the County including any environmental issues impacting the County; • The Committee may recommend and advise Council on policies to be developed and offer suggestions for the formulation of environmental policies and comment on policies prepared by staff; • Review studies, proposals and other documents referred to the Committee by Council or staff and provide advice regarding their application; • Assist Council and staff in identifying research needs and environmental data gaps and formulating a strategy for Council's consideration.
Link to Council's Strategic Priorities:	<p>Priority: Growing Elgin: To be the place where people want to live, work and play.</p> <p>Objective: Fostering a healthy environment</p> <p>Action: Establish a Committee/Working Group to develop an annual plan that identifies ways to reduce the County's environmental footprint.</p>
Reporting Requirements:	Report to Advisory Committee and Municipal Councils as required, no fewer than once/year.
Sub-Committees/Working Groups:	n/a
Timeline for Completion of the Assigned Tasks:	December 31, 2020
Council Review:	November 2020

Schedule B -2 - Advisory Committee – Connectivity Committee

TERMS OF REFERENCE



Committee Name:	Connectivity Committee
Committee Type:	Advisory Committee
	<p>Role: To provide recommendations, advice and information to Council on those specialized matters which relate to the purpose of the Advisory Committee, to facilitate public input to County Council on programs and ideas to assist in enhancing the quality of life of the Community, in keeping with Council’s Strategic Plan principles.</p> <p>Advisory committees shall not give direction to staff, nor shall Advisory Committees request, without the approval of Council, the preparation of any administrative reports, research or work assignments.</p>
Reporting to:	<p>Elgin County Council</p> <p>The Advisory Committee has no binding decision making authority.</p> <p>The Advisory Committee will, with openness and transparency, share their subject matter expertise with Elgin County Council.</p>
Enabling Legislation/ By-Law (if applicable)	<ul style="list-style-type: none"> • n/a
Staff Support:	<p>Chief Administrative Officer/Clerk, General Manager – Economic Development, Director of Financial Services (resource: County IT Department and GIS Technician)</p> <ul style="list-style-type: none"> • The CAO/Clerk, in consultation with the Director of Finance and General Manager – Economic Development will solicit agenda items and prepare meeting agendas and minutes. • Finance and Economic Development staff will be responsible for meeting-related activities, including: workplan development, monitoring, maintenance and reporting; activities to support completion of deliverables of the Connectivity Committee; and overall administration of the Connectivity Committee. • Connectivity Committee input will guide staff recommendations and will be integrated into staff work plans and reports to Council, as appropriate.
Department Linkage:	Administration & Financial Services
Term of Appointment:	Term Coincides with that of Elgin County Council
Financial Impact:	Staff Resources Required
Meeting Frequency:	Approximately 1 meeting/month; meetings will be called at the discretion of the Chair. When possible, input and consultation of the Committee will take place in a virtual manner by engaging

	subject matters one on one, via electronic communication and feedback and/or via teleconference.
Chair/Vice Chair	A Chair will be appointed by the Committee at the first meeting. Committee Chair will be reappointed annually.
Skills/Qualifications	Members shall be selected and recruited on the basis of the following characteristics: <ul style="list-style-type: none"> • Technical knowledge of broadband and internet services (information technology, wired internet service provision, wireless internet service provision) is preferred; and • Finance and project management skills.
Membership/Composition	<p>The Advisory Committee will be comprised of members who are identified to reflect a wide range of relevant knowledge, expertise and experience with cross-sectoral representation.</p> <p>The Advisory Committee must, at minimum, consist of the following members:</p> <ul style="list-style-type: none"> • Two (2) Members of Elgin County Council • Warden • Up to four (4) members-at-large – citizen appointees • Up to four (4) representatives from the business community
Mandate:	<p>The need to increase high-speed internet connectivity throughout Elgin County was identified as a key priority in Elgin County Council's Strategic Plan 2020-2022.</p> <p>The Connectivity Committee will be a resource that can:</p> <ul style="list-style-type: none"> • Identify broadband and internet initiatives; • Champion high-speed connectivity across the County; • Interface with and consult with stakeholders; • Provide feedback and input into policy development, as required; • Encourage investments that will provide higher connectivity speeds within Elgin County; • Create an environment that facilitates open, competitive and innovative services and applications; • Maximize the efficient investment of both public and private sector funding to improve connectivity throughout Elgin County. • Develop tools to assist with attraction of broadband infrastructure investments. • Work with local municipal partners, schools and health sector throughout Elgin to improve research, innovation and education capabilities in the County. • Engage public and private sector stakeholders to investigate opportunities for partnerships that promote Broadband development and access for residents, businesses and institutions. • Investigate infrastructure investment priorities. • Review and refine specific goals, outcomes and timelines for short-term and medium-term priorities.
Compensation:	n/a
Objectives:	<p>Members of the Advisory Committee shall:</p> <ul style="list-style-type: none"> • Develop a program to help solve Elgin's connectivity challenges;

	<ul style="list-style-type: none"> • Facilitate and enable stakeholder engagement and consultation sessions. Ensure the engagement and creation of opportunities for involvement of residents, stakeholders and businesses across Elgin County; • Work in collaboration with staff and County Council in developing possible solutions and programs to support enhanced connectivity in Elgin County. • Develop a plan for implementing the goals and directions recommended by the Committee, including metrics and deliverables.
Link to Council's Strategic Priorities:	The priority "Growing Elgin: To be the place where people want to live, work and play" also includes the objective "enhancing quality of place."
Reporting Requirements:	Report to Elgin County Council at a frequency determined by the Chair. No less than once/year.
Sub-Committees/Working Groups:	n/a
Timeline for Completion of the Assigned Tasks:	December 31, 2020 (year 1)
Council Review:	November 2020



REPORT TO COUNTY COUNCIL

FROM: Alan Smith, General Manager of Economic Development
Jim Bundschuh, Director of Financial Services

DATE May 18, 2020

SUBJECT: Rural Connectivity Conference

RECOMMENDATION:

THAT the May 18, 2020, report titled, “Rural Connectivity Conference,” from the Director of Finance and the General Manager of Economic Development, be received and filed for information; and

THAT Elgin County host a virtual conference to address the challenges of rural connectivity as part of the Elgin County Conference Series as described in the May 18, 2020, report titled “Rural Connectively Conference.”

INTRODUCTION:

In its December 2016 submission to the Government of Canada’s Innovation Agenda, the Canadian Radio-television and Telecommunications Commission stated that access to broadband Internet services was vital to Canada’s economic, social, democratic, and cultural fabric, and that Canadians would increasingly need to have access to broadband Internet services to participate in the digital economy. This need to access the digital world is critical for the vibrancy and success of rural communities. The Canadian Radio-television and Telecommunications Commission (CRTC) states that Canadians should have at least 50 Mbps download and 10 Mbps upload and access to unlimited data. Currently only 40.8% of rural communities achieve this standard. (1)

DISCUSSION:

COVID-19 has reinforced the deficiencies that exist in broadband infrastructure in rural communities. Residents of rural communities require access to high speed internet and mobile wireless coverage to meet the needs that a post-Covid-19 society will demand for issues pertaining to health, education, civic engagement, and commerce, for instance.

Elgin County has made positive steps to improve internet connectivity with their involvement in the Southwestern Integrated Fibre Technology (SWIFT) project; however, the SWIFT initiative will not address coverage to all areas of the county. Currently SWIFT’s goal is to address 23% of the underserved areas in the County. This will leave over 4,500 households underserved. Therefore, it is critical that Elgin

County explore options so that every resident in Elgin County can have access to affordable and reliable internet service.

SWIFT will provide Elgin with a list of the projects that it could not fund as a starting point for addressing the remaining gap. As the projects funded by SWIFT will be the most viable projects, the projects not chosen by SWIFT may possess great challenges in achieving successful implementation. Furthermore, even if all these projects are successfully implemented, a gap will likely remain, requiring further creativity to identify solutions, and perhaps further grants beyond the two-thirds offered by the federal and provincial governments. To foster the required creativity, to explore available options and best practices for Elgin and those communities considered to be rural, and to identify potential incremental funding needs, inputs from a variety of experts will be necessary. To this end, a virtual conference focused on rural connectivity is proposed for this fall as part Economic Development department's Elgin County Conference Series.

All residents of Elgin County having access to high-speed Internet and mobile wireless coverage is critical to their social and economic well-being. The current pandemic has focused attention on how broadband has become an extremely important part of municipal infrastructure. Some residents are now having to work from home rather than the office. People are now accessing healthcare online rather than visiting their doctor's office. Students are being educated virtually, and commerce is increasingly being transacted more on a digital platform.

Elgin County is meeting the broadband challenges brought by the COVID-19 pandemic with out-of-the box thinking. This is represented by the recent collaboration between Elgin County, Thames Valley and Cisco Canada with the enhancement of Wi-Fi signals outside selected schools and municipal buildings. County Council's commitment to increase broadband to residents through the SWIFT program will also serve as a longer-term solution. However, with the first being temporary and the latter having limitations addressing the broadband issue for Elgin, alternative solutions need to be explored to increase connectivity so all residents in Elgin County can have access to affordable internet.

As part of this exploration, Information Technology and Economic Development staff are proposing Elgin County host a virtual "rural connectivity" conference as part of the Economic Development department's yearly conference series. Although still in the early planning stages, a key component of this conference would be to have Internet Service Providers (ISPs) present various ideas or solutions for rural communities struggling to provide high speed internet to their residents. Where possible, Elgin County would be incorporated within these presentations to demonstrate potential solutions to the Elgin situation. Furthermore, speakers representing communities who have successfully met challenges of rural connectivity will also be sought.

Just like Elgin County, there are many rural communities struggling with connectivity issues. The topics presented in the conference would appeal to other municipalities, near and far, that are searching for solutions to their rural broadband challenges.

CONCLUSION:

By building on the work of the SWIFT initiative and exploring innovative solutions to solving connectivity issues, Elgin County can take great strides to ensuring that all residents who require access to high speed internet can do so. A “made in Elgin” solution will help meet the demands of residents as they face ever greater challenges resulting from the pandemic that will place greater reliance on having access to reliable and affordable broadband.

All of which is Respectfully Submitted

Approved for Submission

Jim Bundschuh
Director of Financial Services

Julie Gonyou
Chief Administrative Officer

Alan Smith
General Manager of Economic Development

1) <https://crtc.gc.ca/eng/internet/internet.htm>

FROM: Julie Gonyou, Chief Administrative Officer

DATE: May 20, 2020

SUBJECT: Electronic Meeting Provisions – post pandemic

RECOMMENDATION:

THAT the report entitled “Electronic Meeting Provisions – post pandemic” dated May 20, 2020 from the Chief Administrative Officer be received and filed; and

THAT the Warden be directed to send a letter to the Minister of Municipal Affairs and Housing, Hon. Steve Clark, requesting that the Province of Ontario amend Section 238 (3.1) of the Municipal Act, to allow Members to participate electronically in a meeting either in full or in part on an ongoing basis as is currently happening during the Provincial and Municipal Declarations.

INTRODUCTION:

On March 19, 2020 the Ontario Provincial Government made amendments to the *Municipal Act, 2001* in response to response to the COVID-19 pandemic. Bill 187, the *Municipal Emergency Act* allows municipalities to update the procedural by-laws for meetings of municipal Councils, Committees and local boards under sections 238 and 239 of the *Municipal Act*.

Changes were made to the Municipal Act to allow members of Council, Committees and certain local boards who participate in open and closed meetings electronically to be counted for the purposes of quorum during emergencies declared by the Province or a local Head of Council.

These provisions were optional, and municipalities continue to have the flexibility to determine if they wish to use these provisions and incorporate them in their individual procedure by-laws. Elgin County Council reviewed their procedure by-laws for both Council and Committees in April 2020 to incorporate the new provisions based on our local needs to hold virtual Council meetings. During the declared state of emergency, Elgin County Council allows the use of electronic participation at its meetings, allows members to participate in both open meetings and closed meetings electronically and counts members participating electronically towards quorum.

These changes currently apply only in the event of an emergency being declared by the Premier, Cabinet or the municipal Head of Council under the Emergency Management and Civil Protection Act. Once the emergency has ended, regular meeting rules apply. Following the end of a declared emergency, Members can participate in Open Session Council Meetings virtually, but can not be counted for the purposes of quorum.

CONCLUSION:

In light of the recent pandemic, municipalities are expected to adopt a virtual format for the majority of their meetings and services, to minimize travel and gathering of large crowds. The flexibility afforded to Council through the changes to the Municipal Act during a declared state of emergency will be helpful on a go-forward basis.

Staff recommends that Council petition the Province of Ontario to amend Section 238 (3.1) of the Municipal Act to allow Members to continue to participate electronically in a meeting either in full or in part on an ongoing basis as is currently happening during the Provincial and Municipal Declarations of a State of Emergency.

All of which is Respectfully Submitted

Julie Gonyou
Chief Administrative Officer

CORRESPONDENCE – May 26, 2020

Items for Information – (Attached)

1. The Elgin Business Resource Centre with a news release announcing the New Regional Relief & Recovery Fund (RRRF) to provide financial assistance to small and medium-sized businesses affected by COVID-19 crisis.
2. Warden Mennill with a letter to Elgin County's Local Municipal Partners and the City of St. Thomas providing an update on Elgin-St. Thomas Emergency Medical Service (EMS) staffing enhancements.
3. Warden Mennill with a letter to Karen Vecchio, Member of Parliament – Elgin-Middlesex-London, regarding connectivity challenges in Elgin County.
4. Warden Mennill with a letter to Jeff Yurek, Member of Provincial Parliament – Elgin—Middlesex—London, regarding connectivity challenges in Elgin County.



NEWS RELEASE – REGIONAL RELIEF & RECOVERY FUND

Thursday, May 14, 2020

FedDev Ontario is pleased to announce the NEW Regional Relief & Recovery Fund (RRRF) to provide financial assistance to small and medium-sized businesses affected by COVID-19 crisis.

Effective immediately, applications are being accepted under two streams:

1. **Regional Economy:** This stream provides \$213 million in support to southern Ontario small and medium-sized enterprises that do not qualify for, or have been declined for, current Government of Canada COVID-19 relief measures.

Please visit the [FedDev Ontario website](#) for more information or to apply under this stream.

2. **Community Futures:** This stream supports businesses in rural and smaller communities through additional funding for the existing Community Futures Program (CFP). Assistance will be provided through the Elgin Business Resource Centre to support "main street" businesses, such as retail shops, restaurants and corner stores, etc., and businesses of strategic importance to their communities, with loans up to \$40,000

Please contact the Elgin Business Resource Centre for more information or to apply.

Visit our Website: www.elgincfdc.ca

Email: kjackson@elgincfdc.ca

Call: 519-633-7597 ext 337

May 14, 2020

Dear Local Municipal Partners,

As you know, the Elgin-St. Thomas Emergency Medical Service (EMS) has done a great job responding to the changes in the health services landscape in Elgin County and the City of St. Thomas as a result of the COVID-19 pandemic. We are fortunate that the Medavie staff, both frontline and management, have expertly navigated these challenging times in an effort to keep our community safe.

The County of Elgin, along with Medavie EMS Elgin Ontario is closely monitoring the pandemic and we are regularly evaluating our EMS services' response to COVID-19. We have seen a slight drop in call volume since the onset of COVID-19 and as a result, plans to enhance on-site staffing resources with a proposed commencement date of July 1, 2020 are on hold.

The County's Chief Administrative Officer, along with the contract service provider – Medavie Health Services, will reassess the need to add staffing resources based on call volume and the service's ability to meet current demand in accordance with Ministry directives.

We anticipate that call volume may increase again as restrictions loosen and this will require an evaluation of staffing resources at that time. This will likely be in the fall.

We are committed to providing City Council with additional information as soon as it is available.

Sincerely,

A handwritten signature in cursive script, appearing to read "D. Mennill".

Warden Mennill

cc. Wendell Graves, City Manager – City of St. Thomas
Malcolm Gilpin, General Manager – Medavie EMS Elgin Ontario
Elgin County Council

May 15, 2020

Federal Government Office
c/o Karen Vecchio, Member of Parliament – Elgin-Middlesex-London
Canada Southern Railway Station,
750 Talbot St #203, St Thomas, ON
N5P 1E2

Dear Ms. Vecchio, MP

Re: Connectivity Challenges in Elgin County

The COVID-19 pandemic has underscored how important reliable internet access is for our community. As more people are required to work, conduct business or learn from home, Elgin County's significant connectivity challenges are becoming ever more apparent. Our reliance on the virtual environment has changed the way our community interacts with businesses and with each other. Elgin is lacking backbone capacity and resiliency as well as last-mile infrastructure projects to households and businesses which makes these interactions very difficult.

As you know, Elgin's landscape presents barriers to providing high-quality internet access - with some remote areas and heavily treed properties that are difficult to service. Even for those who are able to achieve some internet, the services do not compare in speed, capacity, quality or price to what is offered in urban centres.

As part of the 2020-2022 Elgin County Strategic Plan, Council prioritized *Quality of Place* which includes a focus on rural connectivity. Our Council is working hard on behalf of our residents to ensure our community has access to high speed internet, regardless of where they live. We know that the future of Elgin's economy, our prosperity and our society depend on access to reliable and affordable high-speed internet. In the coming weeks, Council plans to establish a Connectivity Committee who will work with local providers to identify gaps in service and reveal opportunities for joint ventures. We are also making plans to host a virtual local Internet Summit with local Internet Service Providers later in 2020.

High-speed Internet access is no longer a luxury. A staggering statistic recently shared by Thames Valley District School Board is that there are at least 650 students in Elgin County who do not have access to internet at home. As an immediate short-term means to address this barrier to virtual learning, we partnered with TVDSB and Cisco Technologies to expand internet access into the parking lots at a number of public institutions in the County.

Your government's support and funding for the SWIFT network is a great step toward solving our connectivity challenges. In order to develop longer-term solutions, we know that investment in both fixed and mobile wireless networks is critical. The Federal Government's funding mechanism to assist in funding continuing access to the basic telecommunications services that form part of the universal service objective will help close the gaps in connectivity. Elgin County residents deserve a stable connection to LTE and an internet connection with access to broadband speeds of at least 50 Mbps download and 10 Mbps

upload and access to unlimited data. Elgin County Council would like to work together with the Federal Government to close the gaps in connectivity that exist in Elgin County. An urgent solution and implementation plan is required.

To close the remote/rural urban digital divide and in order to meet universal objectives, existing infrastructure across our County needs to be upgraded and new infrastructure needs to be built. This will require a lot of time, money and a collective effort from all levels of government and industry.

I think it is important that, when time permits, we connect virtually to discuss Elgin County Council's continued advocacy efforts and ideas for local partnerships. I would like to learn more about funding opportunities that exist through your government. It is clear to me that locally and at the Federal level, we need to encourage competition and assist local providers to develop business cases and financial support that will keep the costs from being passed on to consumers. Small providers must be able to access funding.

Sincerely,

A handwritten signature in cursive script, appearing to read "D Mennill".

Dave Mennill
Warden

May 15, 2020

Provincial Government Office
c/o Jeff Yurek, MPP
Canada Southern Railway Station,
750 Talbot St #201, St Thomas, ON
N5P 1E2

Dear Mr. Yurek, MPP

Re: Connectivity Challenges in Elgin County

The COVID-19 pandemic has underscored how important reliable internet access is for our community. As more people are required to work, conduct business or learn from home, Elgin County's significant connectivity challenges are becoming ever more apparent. Our reliance on the virtual environment has changed the way our community interacts with businesses and with each other. Elgin is lacking backbone capacity and resiliency as well as last-mile infrastructure projects to households and businesses which makes these interactions very difficult.

As you know, Elgin's landscape presents barriers to providing high-quality internet access - with some remote areas and heavily treed properties that are difficult to service. Even for those who are able to achieve some internet, the services do not compare in speed, capacity, quality or price to what is offered in urban centres.

As part of the 2020-2022 Elgin County Strategic Plan, Council prioritized *Quality of Place* which includes a focus on rural connectivity. Our Council is working hard on behalf of our residents to ensure our community has access to high speed internet, regardless of where they live. We know that the future of Elgin's economy, our prosperity and our society depend on access to reliable and affordable high-speed internet. In the coming weeks, Council plans to establish a Connectivity Committee who will work with local providers to identify gaps in service and reveal opportunities for joint ventures. We are also making plans to host a virtual local Internet Summit with local Internet Service Providers later in 2020.

High-speed Internet access is no longer a luxury. A staggering statistic recently shared by Thames Valley District School Board is that there are at least 650 students in Elgin County who do not have access to internet at home. As an immediate short-term means to address this barrier to virtual learning, we partnered with TVDSB and Cisco Technologies to expand internet access into the parking lots at a number of public institutions in the County.

Your government's support and funding for the SWIFT network is a great step toward solving our connectivity challenges. In order to develop longer-term solutions, we know that investment in both fixed and mobile wireless networks is critical. The Provincial Government's funding mechanism to assist in funding continuing access to the basic telecommunications services that form part of the universal service objective will help close the gaps in connectivity. Elgin County residents deserve a stable connection to LTE and an internet connection with access to broadband speeds of at least 50 Mbps download and 10 Mbps

upload and access to unlimited data. Elgin County Council would like to work together with the Provincial Government to close the gaps in connectivity that exist in Elgin County. An urgent solution and implementation plan is required.

To close the remote/rural urban digital divide and in order to meet universal objectives, existing infrastructure across our County needs to be upgraded and new infrastructure needs to be built. This will require a lot of time, money and a collective effort from all levels of government and industry.

I think it is important that, when time permits, we connect virtually to discuss Elgin County Council's continued advocacy efforts and ideas for local partnerships. I would like to learn more about funding opportunities that exist through your government. It is clear to me that locally and at the Provincial level, we need to encourage competition and assist local providers to develop business cases and financial support that will keep the costs from being passed on to consumers. Small providers must be able to access funding.

Sincerely,

A handwritten signature in cursive script, appearing to read "D Mennill".

Dave Mennill
Warden

CLOSED MEETING AGENDA

May 26, 2020

Staff Reports:

- 1) Chief Administrative Officer – *Municipal Act Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees; (d) labour relations or employee negotiations* (VERBAL)